

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



## COMMISSION MEETING AGENDA

Thursday, August 16, 2001  
DoubleTree Hotel - Ontario Airport  
222 N. Vineyard Avenue  
Ontario, CA 91764  
(909) 937-0900

### AGENDA

Gray Davis  
Governor

Bill Lockyer  
Attorney General

#### CALL TO ORDER - 10:00 A.M.

#### COLOR GUARD AND FLAG SALUTE

#### MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY

Since the last Commission meeting, the following officers have lost their lives while serving the public:

- Larry Estes, Lieutenant, Butte County Sheriff's Office
- Bill Hunter, Deputy, Butte County Sheriff's Office

*Michael M. Linen* CHP Officer

#### ROLL CALL OF COMMISSION MEMBERS

#### INTRODUCTIONS

#### WELCOMING ADDRESS

Welcoming address by Lloyd Scharf, Chief of Ontario Police Department.

#### A. APPROVAL OF MINUTES

Approval of the Minutes of the May 10, 2001, Commission meeting at the Holiday Inn Northeast Hotel in Sacramento, California.

#### CONSENT CALENDAR

#### B.1 Receiving Course Certification Reports

Since the May 2001 meeting there have been 114 certifications, 139 decertifications, and 171 modifications.



In approving the Consent Calendar, your Honorable Commission receives the report.

B.2 Receiving Financial Report - Fourth Quarter FY 2000/01

The fourth quarter financial report is enclosed under this tab for information purposes.

In approving the Consent Calendar, your Honorable Commission receives the report.

B.3 Receiving Information on New Entries Into the POST Regular (Reimbursable) Program

- The Truckee Police Department has met Commission requirements and has been admitted into the POST Regular (Reimbursable) Program.
- The Riverside Community College District Police Department has met Commission requirements and has been admitted into the POST Regular (Reimbursable ) Program.

In approving the Consent Calendar, your Honorable Commission receives the report.

B.4 Receiving Information on New Entries Into the Public Safety Dispatcher Program

Procedures provide that agencies that have expressed willingness to abide by POST Regulations and have passed ordinances as required by Penal Code Section 13522 may enter into the POST Reimbursable Public Safety Dispatcher Program pursuant to Penal Code Section 13510 (c) and 13525.

In approving the Consent Calendar, your Honorable Commission notes that the Desert Hot Springs Police Department, the San Fernando Police Department, and the Monterey County Emergency Communications have met the Commission's requirements and have been accepted into the POST Reimbursable Public Safety Dispatcher Program.

B.5 Receiving Information on Withdrawals from POST Regular (Reimbursable) Program

- The Los Angeles Community College Police Department disbanded on January 1, 2001.

In approving the Consent Calendar, your Honorable Commission receives the report.

**B.6 Approving Course Development Guidelines**

A *Course Development Guidelines* document has been prepared by POST to attain consistency and quality in the process of developing instruction and materials. POST certifies thousands of courses annually, and these courses are developed and offered by hundreds of presenters. Experience has revealed that trainers and presenters vary widely in their course development expertise and in their deliverables. This guidance is a significant step forward in establishing a standard for course development and is in direct furtherance of accomplishing POST Strategic Plan Objective B.4 ("Establish standardized course development guidelines by January 2003").

In approving the consent calendar, the honorable Commission approves distribution of the Guidelines to the presenters of POST courses.

**B.7 Approving Resolutions**

- Retiring POST Assistant Executive Director Glen Fine.
- Former POST Commissioner Charles Brobeck.
- Retiring Monterey Police Chief Gary E. Brown.
- Retiring El Segundo Police Chief Tim Grimmond.
- Reuben T. Harris, upon his retirement as a faculty member of the Command College Program.
- Robert B. Barnes, upon his retirement as a faculty member of the Command College Program.
- Sue Oliviera, upon her retirement from the South Bay Regional Public Safety Training Center
- Ron Havner, upon his retirement from the South Bay Regional Public Safety Training Center

In approving the Consent Calendar, your Honorable Commission adopts resolutions commending these individuals.

**PRESENTATION OF GLEN FINE'S RESOLUTION**

- C. Glen Fine Assistant Executive Director in charge of the Administrative Services Division is retiring from POST after almost 31 years of outstanding service.

- General Policy
1. POST does not provide any funding for
  2. POST does not provide any funding for facilities
- POST does not provide any funding for equipment
- When funding is available, POST supports & provides



## REQUEST BY SACRAMENTO POLICE DEPARTMENT

### D. Sacramento Police Department - Request for Funding Purchase of a Simunition Shoot House

Ray

In Fiscal Year 2000/01, pursuant to a one time budget augmentation, the Commission funded the purchase of a variety of equipment items for 22 Regional Skills Training Centers. Equipment authorized by the Commission included a skid car (automobile and skid car platform) at a cost of approximately \$62,000.00.

Sacramento Police Department staff requested a contract that would have substituted the purchase of a Simunitions Shoot House for the purchase of the skid car. Their request was denied on the basis that Commission contracting authorization did not provide for such substitution.

Correspondence has been received from the Sacramento Police Department appealing staff's denial of the substitution request. A report evaluating the appeal is enclosed.

A representative of Sacramento Police Department is expected to address the Commission on this matter.

## BASIC TRAINING

### E. Proposed Changes to Training/Testing Specifications for Peace Officer Basic Courses

Bud

As part of an ongoing review of Regular Basic Course content, POST staff curriculum consultants (academy instructors and other subject matter experts) thoroughly review learning domain content to determine if revisions are necessary. This process occurs in regularly scheduled workshops during which curriculum and supporting material for specific domains are updated to reflect emerging training needs, complying with legislatively-mandated subject matter changes in the law, or improving student learning and evaluation.

Proposed changes to the training and testing specifications for Learning Domains #2 Criminal Justice System, #5 Introduction to Criminal Law, #12 Controlled Substances, #17 Presentation of Evidence, #19 Vehicle Operations, #21 Patrol Techniques, #25 Domestic Violence, #39 Crimes Against the Justice System and #40 Weapons Violations are the result of these regularly scheduled reviews and significantly modify one or more of the elements of the domains.

All proposed changes have been reviewed and endorsed by the Consortium of Academy Directors. Staff recommends that the proposed curriculum changes be adopted pursuant to the Administrative Procedures Act by using the Notice of Proposed Regulatory Action Process.

If the Commission concurs, the appropriate action would be a MOTION to approve the changes as described in the staff report. If no one requests a public hearing, the changes would go into effect January 1, 2002.

### INFORMATION SERVICES BUREAU

F. Contract Request for POST Library Subscription Services

*Paul*

POST's Library contracts out the journal/magazine subscription purchases and renewals instead of dealing with more than 90 individual publishers from the United States and Europe. This service provides POST with a single point of contact for purchasing the journals/magazines. The vendor is also used as our agent to obtain missing issues of these magazine/journal subscriptions. This is a yearly contract renewal.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to sign a contract with a journal/magazine vendor in an amount not to exceed \$16,000. (ROLL CALL VOTE).

### STANDARDS AND EVALUATIONS BUREAU

G. Authorization to Implement Phase 1 of the Testing Management System (TMAS) to Replace the POSTRAC Testing System

*Alan*

At its July 2000 meeting, the Commission approved staff's request to submit a 2000/2001 Budget Change Proposal (BCP) to provide funding for the first year of a 2-year project to replace the aging statewide academy (POSTRAC) testing system. The first year involves planning and coordination activities with the ultimate objective of establishing a statewide, internet-based Testing Management System (TMAS). The BCP was approved and is included in the 2001/2002 budget.

The project is divided into two phases and will run for 2 years. The first year is devoted to planning and software acquisition; the second year to implementation. The first phase is the Communications Infrastructure Phase, which primarily involves planning and determining the communications needs at each of the Academies that present the Regular Basic Course to support the computer-based testing environment. The process to acquire the software will involve the competitive bid process.

In order to implement Phase 1, it will be necessary to acquire professional services of a Project Manager and a Design System Integration Specialist. Additionally, it will be necessary to develop a Request For Proposal (RFP) in order to identify and acquire appropriate testing software.

Total implementation cost for this project is \$3,019,000. This amount is allocated as follows: \$921,000 for the first year, and \$2,098,000.00 for the second year. As

indicated, the approved State Budget for FY 2001/2002 includes the first year costs. The estimated costs for deliverables during the first year include the following:

- 1) Procurement of the services of a TMAS Program Manager using the CMAS process in an amount not to exceed \$218,000;
- 2) Procurement of the services of a Design System Integration Specialist using the CMAS process in an amount not to exceed \$210,000; and
- 3) Contract with an entity, to be determined by the competitive bid process, for the purchase of testing software and training support in an amount not to exceed \$493,000.

If the Commission concurs, the appropriate action would be a MOTION authorizing the Executive Director to: 1) procure the services of a TMAS Program Manager using the CMAS process in an amount not to exceed \$218,000, 2) procure the services of a Design System Integration Specialist using the CMAS process in an amount not to exceed \$210,000, and 3) contract with an entity to be determined by the competitive bid process for the purchase of testing software and training support in an amount not to exceed \$493,000 (ROLL CALL VOTE).

H. Report on Proposal to Standardize Testing Requirement in the Regular Basic Course Standard and Modular Formats

Alan

The Regular Basic Course is presented in two formats: Standard and Modular. Currently, the two formats utilize different testing procedures. The Standard format utilizes a computerized approach, called POSTRAC, which electronically delivers a single test for each of 26 learning domains. The Modular format utilizes a set of comprehensive tests which group material from four domains together into comprehensive tests; the comprehensive tests are delivered via an express mail service.

Staff is recommending that a modified POSTRAC testing system be implemented for use by presenters of Levels III and II of the Modular format. This recommendation is made following an in-depth review, which found the Modular format testing program to be inconsistent with the procedures utilized in the Standard format. Adoption of a modified POSTRAC would completely standardize testing in the Standard and Modular formats and would overcome several shortcomings of the existing Modular format test program.

If the Commission concurs, subject to the results of the Notice of Proposed Regulatory Action process, the appropriate action would be a MOTION to amend the *Training and Testing Specifications for Peace Officer Basic Courses*, Commission Procedure D-1, and POST Regulation 1005, as proposed, which would standardize all testing activities in the Regular Basic Course Standard and Modular formats, and become effective on January 1, 2002.

I. Request to Amend Contract with the City of Vallejo for a Management Fellow

Alan

At its May 2001 meeting, the Commission authorized an extension of the contract with the City of Vallejo for a POST management fellow to provide information and training to the field regarding the products developed during the course of the recruitment project.

The City of Vallejo has since concluded contract negotiations with its sworn officers, with the resulting salary increase exceeding the amount approved by the Commission. Additionally, the Management Fellow was promoted to Lieutenant on July 14, which also adds to the need to increase the amount requested. In order to ensure continuity in the training that will be provided to law enforcement agencies, it will be necessary to augment the contract by \$12,996.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to augment the contract with the City of Vallejo in an amount not to exceed \$12,996. (ROLL CALL VOTE)

TRAINING PROGRAM SERVICES BUREAU

Ray

J. Acceptance of 2001-2002 VAWA Law Enforcement Grant Funds and Renewal of the Existing Interagency Agreement to Facilitate Course Presentations, and Contract for a Management Fellow to Coordinate the Grant

In August 1997, the Commission voted to accept a VAWA Law Enforcement Grant in the amount of \$2,929,112.

Over the past four years, the Commission has approved additional augmentations to the grant bringing the current total to \$7,038,179. This amount includes \$1,759,545 for in-kind match POST contributes through staff and subject matter expert hours.

In July 2001, the Office of Criminal Justice Planning (OCJP) VAWA Task Force approved additional funding for 2001-02 in the amount of \$695,000 to maintain the current level of course presentations for one year. This amount reflects \$522,000 in actual funds to be expended and \$173,000 in-kind match.

A spending plan for new grant funding is described in the report under this tab.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to accept the additional VAWA SB 350 funding for 2001-02 in the amount of \$695,000 (\$522,000 plus \$173,000 in-kind match), to sign an interagency agreement with San Diego Regional Training Center for

the facilitation of the course presentations in an amount not to exceed \$248,820, and to enter into an agreement with a public agency (to be determined) for a grant coordinator/management fellow in an amount not to exceed \$120,000.  
(ROLL CALL VOTE)

K. Approval of Revisions to POST Elder Abuse Training Regulations

Ray

The item under this tab recommends approval of revisions to Commission Regulation 1081 related to Elder Abuse Training. In calendar year 2000, the State Legislature mandated in AB 1819 (Shelley), changes to Penal Code Section 13515. The existing law requires police officers and deputy sheriffs assigned to field duties to complete an Elder Abuse Training course certified by the POST Commission. Training is required by law to include specified subjects. AB 1819 expands the specified subjects to include dependent adults and adds to the list of required subjects physical and psychological abuse of elder and dependent adults and the role of adult protective services and public guardian officers. POST Commission Regulation 1081 (25) puts into regulation the subjects required by Penal Code Section 13515. Regulation 1081 requires modification to mirror the changes made to the Penal Code. It is proposed that the training be Elder/Dependent Adult Abuse and new subjects added to the curriculum of certified courses.

Appropriate action would be a MOTION to approve regulation changes as proposed, subject to results of a Notice of Proposed Regulatory Action.

L. Contract Request for POST Management Fellow for Regional Skills Training Center

Ray

A management fellow is requested to coordinate the activities of the 24 Regional Skills Training Centers. In May of 1999, POST entered into a one-year contract with the San Diego Regional Training Center for the services of a management fellow, Forrest Billington. The contract was extended for one year. Mr. Billington has decided to semi-retire and is unavailable to work full time. Due to the complicated nature of the program, the shortage of POST staff, and the expansion of the scope of the training as a result of required Perishable Skills Training, staffing continues to be required to manage the program.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to contract with a public entity (as yet to be identified) for a period of one year, at a cost not to exceed \$110,000 for salary and benefits. (ROLL CALL VOTE)

M. Contract Request to Pilot the Mentally Ill and Developmentally Disabled Training Course.

Ray

In July 2000, Assembly Bill 1718 was chaptered, amending P.C. Sec. 13515.25, which mandated that POST develop a training course for law enforcement

need to move away from San Diego Regional

regarding interactions with persons who are developmentally disabled and mentally ill, and that the course utilize an interactive classroom setting to ensure that training is as realistic as possible. Funding is requested to contract for the pilot of two eight-hour training classes.

If the Commission concurs, the appropriate action would be a motion to authorize the Executive Director to sign an interagency agreement with San Diego Regional Training Center in an amount not to exceed \$15,000. (ROLL CALL VOTE)

N. Contract Request to Complete a Survey of the Impact of Domestic Violence Training

Ray

The Commission on POST is currently in its fifth year of funding of a \$7.1 million grant to present domestic violence and sexual assault training. Several projects were agreed upon by POST and OCJP, one of which was a required study of the impact the VAWA domestic violence training has had over the past four years. Funds were set aside in the grant to complete this study and San Diego Regional Training Center has the resources and experience with the grant to contract this project.

grant funds

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into an interagency agreement with San Diego Regional Training Center to complete an impact survey in an amount not to exceed \$75,000 (ROLL CALL VOTE)

O. Request for Public Hearing on CPT Training Hours

Ray

POST's current Continuing Professional Training (CPT) requirement provides that every officer, first-line supervisor, manager, executive, dispatcher, and Level I/II reserve officer must complete 24 hours of POST-certified or approved training every two years. This agenda item proposes the Commission schedule a public hearing in November 2001 to amend Commission Regulation 1005 (d) to expand the hourly CPT to 40 hours every two years for regular and specialized peace officers, first-line supervisors, managers, and executives. The CPT requirement for reserve officers and dispatchers would remain the same.

Rationale for increasing the hourly requirement include: 1) Complexities of law enforcement work have increased since the mandate was first established in the 1970's; 2) The vast majority of officers are already exceeding the 40 hours every two years; 3) The increase will facilitate law enforcement agencies increasing their training budgets; 4) The increase will provide agencies greater flexibility in meeting local or agency training needs; and 5) Many other states have exceeded California's CPT requirement.

rational

If the Commission concurs, appropriate action would be a MOTION to schedule a public hearing on this matter at the November 2001 meeting.

insufficient  
inv. fm.

MA DP project  
Sgt. Kevin Hart  
- copies to  
POST Adm.  
Comm.

## COMMITTEE REPORTS

### P. Long Range Planning Committee Report

Bill Kolender, Chairman of the Long Range Planning Committee, will report on issues discussed at the Committee meeting held July 9, 2001, at POST Headquarters in Sacramento.

### Q. Advisory Committee Report

Leisha Lekawa, Chairman of the POST Advisory Committee, will report on the results of the Advisory Committee meeting held on August 15, 2001, in Sacramento.

### R. Finance Committee Report

Finance Chairman James Fox will report on the results of the August 15, 2001, meeting.

The agenda for the Finance Committee meeting is under this tab.

### S. Legislative Review Committee

Commissioner Laurie Smith, Chairman of the Legislative Review Committee, will report on the issues discussed at the Committee meeting held on August 16, 2001.

### T. OLD/NEW BUSINESS

- Appointment of New Advisory Committee Member

*Other needed*

Effective July 1, 2001, Chief Sandra Redding will replace Chief Joe Ortiz as Commander of Personnel and Training Division, California Highway Patrol. Commissioner D. O. Helmick has requested that she now serve as the California Highway Patrol representative to the POST Advisory Committee.

- Reappointment of Advisory Committee Member Norman Cleaver

*Other needed*

Al Avila, Director of the California Academy Directors Association has nominated Norman Cleaver for reappointment to a three-year term of office beginning in July 2001, to represent the California Academy Directors Association.

*no sense badmouthing  
since Norm's  
not here*

- Workshop for Commissioners

This issue was addressed at the Long Range Planning Committee meeting on July 9, 2001, and staff was directed to begin planning the event. However, to date, there has been no consensus concerning attainable dates for the meeting. Further possible dates and locations will be addressed by the Commission.

U. FUTURE COMMISSION MEETING DATES

November 8, 2001, Holiday Inn Northeast, Sacramento

January 17, 2002, Holiday Inn, Riverside

April 18, 2002, Ramada Plaza Hotel, Culver City

July 18, 2002 - to be determined *San Diego*

*Oct 4-5*



**COMMISSION MEETING MINUTES**

**Thursday, May 10, 2001**

**Holiday Inn Northeast**

**5321 Date Avenue**

**Sacramento, CA 95841-2597**

**(916) 338-5800**

Chairman Ted Hunt called the Commission meeting to order at 10:15 a.m.

**FLAG SALUTE AND WELCOMING ADDRESS**

The Color Guard from the City of Sacramento Police Department posted the colors and led the flag salute.

The Chairman introduced Chief Arturo Venegas, Sacramento Police Department, who welcomed the Commission and meeting attendees to Sacramento.

**MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY**

Since the last Commission meeting, the following officers, have lost their lives while serving the public:

- Deputy Brandan Hinkle of the Los Angeles County Sheriff's Department
- Sergeant Gary Wagers of the California Highway Patrol

**ROLL CALL OF COMMISSION MEMBERS**

A calling of the roll indicated a quorum was present.

**Commissioners present:**

Patrick Boyd  
Marc Cobb  
George (Joe) Flannagan  
James P. Fox  
Bud Hawkins  
Monty Holden  
Ted Hunt  
William Kolender  
Arthur Lopez  
Rana Sampson  
Laurie Smith

Commissioners absent:

Lee Baca

**APPROVAL OF MINUTES**

- A. MOTION – Hawkins, Second – Fox, carried unanimously to approve the Minutes of the January 25, 2001, Commission meeting at the Piccadilly Inn Hotel, Fresno, California.

**INTRODUCTIONS**

The Chairman introduced the four new members of the Commission:

Patrick Boyd  
Arthur Lopez  
Rana Sampson  
Laurie Smith

Visitors present:

John Zrofsky, Chief, Shafter P.D., Cal Chiefs Training Committee  
Virginia Ferral, Placer County Sheriff's Office  
Norman Cleaver, POST Advisory Committee  
Alex Bernard, POST Advisory Committee  
Alan Barcelona, CAUSE  
Ricardo Sanchez, AMVIC  
Michael Ervin, PORAC  
Al Waters, POST Advisory Committee  
Jane Jimenez, Yolo County Communication  
Martin Jones, YCCESA  
Charles Byrd, Shasta County Sheriff, POST Advisory Committee  
Steve Craig, CA State Lottery  
George Low, ASA - Department of Justice  
Phil del Campo, POST Advisory Committee  
Joyce DeVore  
Lloyd DeVore  
Gregory deGiere, Consultant, Senate Office of Research

Staff present:

Kenneth J. O'Brien, Executive Director  
Mike DiMiceli, Assistant Executive Director, Field Services Division  
Glen Fine, Assistant Executive Director, Administrative Division  
Hal Snow, Assistant Executive Director, Standards and Development Division  
Ray Bray, Bureau Chief, Training Program Services

Alan Deal, Bureau Chief, Standards and Evaluations  
Tom Hood, Public Information/Legislative Liaison  
Tom Liddicoat, Administrative Services  
Jack Garner, Bureau Chief, Management Counseling  
Frederick Williams, Bureau Chief, Administrative Services  
Bud Lewallen, Bureau Chief, Basic Training  
Kenneth Whitman, Bureau Chief, Ctr/Leadership Development  
Dick Reed, Bureau Chief, Training Delivery and Compliance  
Kate Singer, Basic Training  
Frank Decker, Basic Training  
Kelly York, Basic Training  
Melanie Singley, Basic Training  
Allen McCord, Standards and Evaluations  
Gary Sorg, Training and Delivery  
Phyl Barrus, Information Services  
Jackie McGovern, Information Services  
Ron Crook, Training Program Services  
Mitch Coppin, Bureau Chief, Computer Services  
Karen Hightower, POST Advisory Committee Secretary  
Anita Martin, Commission Secretary

### **CONSENT CALENDAR**

MOTION – Kolender , Second – Hawkins, carried unanimously to approve the following items on the Consent Calendar:

- B.1 Course Certification Report
- B.2 Financial Report - Third Quarter FY 2000 - 2001
- B.3 New Entries Into the POST Regular (Reimbursable) Program
- B.4 Resolution Commending Joyce DeVore
- B.5 Presentation of Resolution to Joyce DeVore

Chairman Hunt presented Joyce DeVore with a POST Resolution for her original oil painting depicting the California Peace Officer Memorial, which she has generously conferred upon the Commission at far below its market value. The painting was unveiled, and Chairman Hunt reported that prints would be available to interested law enforcement organizations. The original painting will hang in the POST Headquarters.

C. **STRATEGIC PLAN**

Assistant Executive Director Hal Snow reported on the progress of the Strategic Plan. He stated that most of POST's research activities are directed at various Plan objectives within one of three broad goals:

- Enhancing selection and training standards
- Maximizing training delivery
- Enhancing POST's services

Chairman Hunt stated that the Strategic Plan would be covered more in-depth during an upcoming Commission Team Building workshop.

**PUBLIC HEARING**

D. **Public Hearing to Amend Regulation 1005 (c) to Allow POA Board Members to Attend the POST Management Course**

Executive Director Ken O'Brien stated that the hearing was being conducted in compliance with requirements set forth in the *Administrative Procedures Act*. He further stated that the proposed amendment is described in Agenda Item D, announced in POST Bulletin 01-03, and published in the California Regulatory Notice Register, as required by law.

The Chairman announced that the hearing was open to consider the amendment of Commission Regulation 1005 (c), Management Course Attendance. The proposal would allow board members of Peace Officer Associations to attend the POST Management Course. This amendment is also proposing that board members of Peace Officer Associations, who are considered on 100% release time for association business, may attend the POST Management Course without prior authorization of their department head.

The Executive Director reported that each written comment that had been received had been acknowledged and all concerns had been responded to in writing by staff. A summary of the written commentary that had been received was read by the Executive Director into the record, as follows:

**Steven H. Staveley, Director, Division of Law Enforcement, Office of the Attorney General**, writing as an individual and not representing the Attorney General, stated that he had several concerns and issues regarding this proposal:

He feels it imprudent to fill management classes with individuals who are serving generally short elected terms. Having personnel attend the management training program without first having attended supervisory training and the typical necessary hands-on experience in developing leadership skills, would mean that some in the class would be well prepared for the educational experience of the management course, while others

would not. The net result will be unnecessary slowing of the pace of the class to be sure no one is left behind. It's not an issue of intellect, it's an issue of training and preparation.

He feels POST already has the right model for police and association training - the police chief and association president workshops, already approved. Development of other courses in subjects such as Interest Based Negotiations for Management and Association representatives would be a more productive use of POST training resources.

**Joan Davis, Director, Support Services, Shasta County Department of Support Services,** wrote with the following issues:

To have members of the bargaining unit below the range of sergeant involved in classes would have a detrimental effect on the free exchange of ideas. It would dilute the nature of the class.

Departments would have employees who have attended the management class, but whose duties do not require the use of the course material in their job duties.

She feels it inappropriate to bow to the demands of the labor union to participate in management training, utilizing POST reimbursement of limited departmental funds.

**Ronald E. Lowenberg, Chief of Police, Huntington Beach Police Department,** wrote in opposition to the proposal stating the following concerns:

This course offers new managers opportunities to gain valuable insight into their new role of lieutenant. If a board member of a peace officer association attended, this would greatly inhibit this learning process. New managers would be less than candid when inquiring about their roles as managers.

The vast majority of the course of instruction in the management course would not be a valuable use of the board member's time; and therefore, would be an inappropriate use of public funds.

Blocks of instruction such as "Transition to Management," "The Role of a Lieutenant," "Critical Incident Management," "Risk Management," and "Fiscal Management/Budgeting," are examples of courses of instruction not applicable for a board member to attend.

He suggests that the Labor/Management Institute is a course more appropriate for management and board members.

**Patrick E. McKinley, Chief of Police, Fullerton Police Department** wrote opposing the regulation change because:

Inclusion of police officers who are board members of the POA would stifle the exchange of information in class.

Contract negotiations between Association members, the City and oftentimes management is heated and divisive. Managers are expected to carry the Chief of Police's directions to the negotiation process. Conversely, Association members must represent their membership. Sometimes goals conflict. Mixing labor and management in a Management Course would be counter-productive to the goals of both the Association and the Department.

**Michael R. Hughes, Chief of Police, Los Banos Police Department**, wrote in opposition to the proposal stating the following concerns:

Currently one may attend the management course for the betterment of the local agency and the advancement of the individual. With this proposed amendment, no tenure is required, so a recruit could possibly attend the management course, as long as he/she sits on the local POA board.

The class dynamics would change dramatically. The benefit of all attendees having common backgrounds and interests would be lost.

POST is in effect transferring authority away from the department head and giving it to the POA or any individual.

Having completed the management course while a board member, some officers could perhaps impress an oral board with their attendance, while other more qualified officers could not make that same claim.

When a staff level officer has attended the training and the department is unable to send that officer's sergeant or newly appointed administrator, there is an imbalance of training, which is at best, awkward.

**Arturo Venegas, Jr., Chief of Police, Sacramento Police Department**, wrote in opposition to the proposal:

He stated that attendance at the POST Management Course is a privilege and a responsibility that has been earned. It would be a disservice to those lieutenants and above who have worked hard to attain their rank if this proposed amendment is passed.

**Kory Frost, President, BART Police Officers' Association**, wrote in favor of the proposed amendment. His association feels this is a further step in improving Labor/Management relations. It would allow an Association insight into why Departments make the decisions they do and allow management further insight into the needs of associations and their members.

This concluded a summary of the written commentary. Executive Director O'Brien announced that a response to the points raised would be given later in the public hearing.

Staff reported on amending Commission Regulation 1005(c) as follows:

Current POST regulations do not allow POA board members or association officers to attend the Management Course unless they are at the rank of Sergeant or higher, have completed the training requirements of the Supervisory Course, and are authorized by the department head. POA executives and directors regardless of rank or assignment, could be authorized to attend the Management Course and those POA members on 100% release time could also be authorized without department head approval if the Commission amends Regulation 1005(c) pursuant to applicable administrative procedures.

Various aspects concerning this issue were discussed, including the fact that there are classes available through union organizations available to POA members that would equal the training in the Management Course.

The Chairman invited testimony from the audience.

No one stepped forward to oppose the recommended regulation change.

The following came forward to express support:

- Alex Bernard, Vice Chairman of the POST Advisory Committee, reported that the Committee voted to support the regulation amendment. In a brief discussion concerning the basis for the Committee's support, Mr. Bernard advised that there was consensus that in taking the management course, POA members may gain a better understanding of management's decisions and that this may, in turn, promote greater cooperation.
- Mike Irwin, Sergeant - Pomona Police Department, and Vice President of PORAC. Sgt. Irwin stated that he felt it was a golden opportunity to give Association board members a look at why certain things must be done a certain way. At times he has had to recommend certain actions that have been misunderstood, and this would open the door to a better understanding and building better relationships between POA's and management. Anytime an officer attends a class, such as the Management Course, his department benefits because it enables him to make better decisions on the job.
- Victor Sanchez, Sergeant - Sacramento Police Department, and President of Sacramento Police Officers' Association. Sgt. Sanchez stated that he disagreed with the position that this is a "labor/management" issue. He stated that to enable POA leaders to gain a clear understanding of the rationale for management decisions, it is imperative that they be permitted to take the POST Management Course. It would open the door for better communication and understanding between labor and management.
- Alan Barcelona, Special Agent - Department of Justice, and Member of California Union of Safety Employees. In the DOJ, when an officer is elected to President of CAUSE or as President of the Special Agents Association, he/she is automatically put on full release time to represent those groups. The Director of DOJ has authored a brochure stating that these are desirable classes in order to promote, and being unable to attend prevents the officer from promoting.

In addition to his statement of support, Mr. Barcelona requested a copy of Director Steven Stavely's letter.

There being no further testimony, the Public Hearing to amend Commission Regulation 1005(c) was concluded.

The California Code of Regulations requires POST to list each objection or recommendation made by the public, how the proposed action now under consideration is to be changed to accommodate each concern or recommendation, or the reasons for making no change. The Chair called upon staff to address each concern or recommendation.

Executive Director Ken O'Brien reported the following:

**POST's response to Director Stavely** was that persons attending the course without the benefit of past experience or training may be at a disadvantage. Training for association executives is provided through programs like the Labor/Management Forum, focusing on problem solving and creating a partnership between labor and management within the organization. However, the Labor/Management courses do not appear to satisfy the needs of POA board members.

**POST's response to Director Davis's concerns** was that the course builds on the past supervisory training and experiences of an attendee.

The portion of the course dealing with disciplinary issues follows California and federal law and widely accepted investigative practices. It is unlikely a student would receive information that would cause undue confusion about processes, procedures and rights involved in the disciplinary proceedings.

**POST's response to Chief Lowenberg's concerns** was that the thrust of the course is to provide specific skills and concepts to attendees as they transition from line level supervisors to managers. Persons attending without past supervisory training and experience may be at a disadvantage. The topics presented focus on the transition and day to day operations associated with providing police services to the community. They might not relate to the needs of labor organizations.

The Labor/Management courses do focus on promoting a collaborative partnership between labor and management, utilizing the principles of interest based problem solving.

**POST's response to Chief McKinley's concerns** was to state that his letter raises points which will be utilized by the Commission when they consider the proposed regulation changes. Chief McKinley's assessment that instruction in the Management Course is founded on "give and take" is correct. A typical attendee of the course is an individual with past supervisory training and experience. The course builds on those experiences. Persons attending the course without the benefit of the past experience or training may be at a disadvantage.



POST training has always focused principally on direct support of the operational and management functions of law enforcement agencies. Training for association executives is provided only through such programs as the Labor/Management forum, focusing on problem solving and creating a partnership between labor and management within the organization. However, the Labor/Management courses do not appear to satisfy the needs of POA board members.

**POST's response to Chief Hughes' concerns** was to state that Chief Hughes' analysis of the "class dynamics" is correct. There will be a diversity of background and interests not present in the current course. Persons attending the course without the benefit of past experience or training may be at a disadvantage.

Tenure is not a prerequisite for attendance at the course. The proposed regulations leave the final decision about attendance up to the department head unless the POA executive is on 100% release time for association business.

Training for association executives is provided through the Labor/Management forum, which do not appear to satisfy the needs of POA board members.

**POST's response to Chief Venegas's concerns** was that the course is mandatory for lieutenants. Individuals at or above the rank of sergeant may attend the course; however, department head approval is required for sergeants to attend.

**POST's response to President Frost** was to state that the Management Course is a mandatory course for middle managers. It is designed to provide specific skills and concepts to attendees as they transition from line level supervisors to managers. Because of this focus, topics presented relate to the day to day operations associated with providing police services to the community and may not directly relate to decision-making processes within an organization.

POST currently certifies the Labor/Management Relations Partnership Courses. This course stresses interest based problem solving to help organizations meet the needs of its members.

MOTION - Cobb, Second - Holden, carried unanimously, to amend Regulation 1005(c) Management Course Attendance, to allow board members of Peace Officer Associations or Deputy Sheriff's Associations to attend the POST Management Course.

## **BASIC TRAINING**

### **E. Proposal to Revise and Update the Investigation and Trial Preparation Course Using the Notice of Proposed Regulatory Action**

Staff reported that the 80-hour Investigation and Trial Preparation Course is supplemental to the Basic Course for District Attorney Investigators. It must be completed within 12 months. During a staff review of the course, concerns were expressed regarding its content

and length. Based upon such concerns, a committee of subject matter experts was formed, and the course was ultimately revised from nine functional areas into 20 learning domains. The revised course has been reviewed and approved by the California District Attorney Chief Investigators Committee. In addition, staff recommended that the course be moved from the Procedure that implements basic training courses into a new procedure that would better reflect its role as a supplemental course.

MOTION - Holden, Second - Hawkins, carried unanimously, to approve, subject to the results of the Proposed Notice of Regulatory Action, modifications to regulations and procedures as described to revise and update the Investigation and Trial Preparation Course.

#### **Deferment of Specified Agenda Items**

Executive Director Ken O'Brien recommended, due to the current uncertain status of the State Budget, that Agenda Items F, H, I, R, and U, be deferred to the August Commission meeting. The specified programs, while very worthwhile, are new and would cost approximately \$1.5 million to implement.

Finance Committee Chairman Joe Flannagan reported that, at its meeting on May 9, the Finance Committee concurred with the recommendation of Director O'Brien to postpone hearing Agenda Items **F, H, I, R, and U** until the next Commission meeting.

MOTION - Fox, Second - Smith, carried unanimously to defer Agenda Items **F, H, I, R, and U** to the August 2001 Commission meeting.

#### **G. Proposed Changes to the Training & Testing Specifications for Peace Officer Basic Courses**

As part of an ongoing review of Regular Basic Course content, POST staff and curriculum consultants carefully review learning domain content to determine if revisions are necessary. As a result of such routine reviews, changes to specified Learning Domains were recommended. In addition, staff reported that all proposed changes have been reviewed and endorsed by the Consortium of Academy Directors.

MOTION - Boyd, Second - Flannagan, carried unanimously to approve the changes to the training and testing specifications for Learning Domains #6 Property Crimes, #7 Crimes Against Persons, #8 General Criminal Statutes, #9 Crimes Against Children, #10 Sex Crimes, #11 Juvenile Law and Procedure, #15 Laws of Arrest, #16 Search & Seizure, #28 Traffic Enforcement, #30 Preliminary Investigation, #34 First Aid/CPR and #41 Hazardous Materials Awareness, as described in the staff report. If no one requests a public hearing, the changes would go into effect October 1, 2001.

*Items H and I were deferred to the August 2001 meeting based upon an earlier motion.*

J. Request for Approval of Contract Amendment for Supervisory Course Instructor Training Workshops

Staff reported that at the January 25, 2001, meeting the Commission approved a contract with the San Diego Regional Training Center to facilitate the presentation of six Supervisory Course Instructor Training workshops. A license requirement was inadvertently omitted concerning a proprietary course in situational leadership for law enforcement. The total cost for the acquisition of the one-time license, instructor training materials, and administrative costs is \$11,990.

Commissioner Joe Flannagan, Chairman of the Finance Committee, reported that the Committee heard this request the day before, along with the other items requiring a roll call vote, and it recommended approval of all of the items.

MOTION - Boyd, Second - Hawkins, carried by ROLL CALL VOTE - (10-0 with Commissioner Kolender being momentarily absent from the room), to authorize the Executive Director to amend the contract with San Diego Regional Center in an amount not to exceed \$11,990 to pay for the Situational Leadership for Law Enforcement license and administration.

**COMPUTER SERVICES BUREAU**

K. Proposal to Amend TEALE Contract for FY 2000/01

Staff reported that POST contracts annually with the State's Data Center for expert level network support, as well as other services. The current annual contract has been \$65,000, but POST now requires additional expertise from the Data Center for installation of sophisticated software. This will require an additional \$15,000 and approval was requested to increase the FY 2000/01 contract with TEALE Data Center from \$65,000 to \$80,000.

The Chairman stated that the Finance Committee had recommended approval of this item at its meeting the previous day.

MOTION - Flannagan, Second - Boyd, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to sign an agreement increasing the TEALE Data Center contract to an amount not to exceed \$80,000.

**STANDARDS AND EVALUATIONS**

L. Contract Request for POST Recruitment Symposium and Management Fellow Extension

Staff explained that this item actually involves two issues. The first part relates to the presentation of the Recruitment Symposium that provide to the field an explanation of materials developed during the course of this project, as well as providing information

concerning current and proposed practices that may benefit law enforcement agencies in their efforts to recruit.

The second portion of the request addresses the necessity to extend the Management Fellow contract with the Vallejo Police Department in order to regional presentations. Such presentation would effectively provide information, available through the symposium, to agencies, professional associations, cities and counties, the League of Cities, or any individuals who may have interest in knowing about the materials that were developed and how they may be applied.

MOTION - Boyd, Second - Fox, carried unanimously by ROLL CALL VOTE, to (1) authorize the Executive Director to contract with KPBS, San Diego State University, to produce a POST Recruitment and Retention Symposium; the Burbank Airport Hilton and Convention Center to hold the symposium; and with the Office of State Publishing to print materials associated with the products developed by the Recruitment Committee for an amount not to exceed \$219,756.00; and (2) authorize the Executive Director to amend the contract with the Vallejo Police Department for the continued services of Sergeant Lori Lee as a Management Fellow, for an amount not to exceed \$32,500.00.

M. Contract Request for Psychological Assessment Consulting Services

Staff reported that this request is to expand the current contract to allow for the overhaul and updating of the *Psychological Screening Manual*. The document was initially released in 1984 but during the intervening period there have been significant changes in federal and state law. In addition, through job analyses and many other considerations, it has become clear that parts of the document would benefit from the expertise of Dr. Deniz Ones. Dr. Ones has been working with POST staff in a consultative capacity, however, after recent discussions with her, staff recommends that the work be expanded to ensure that the most beneficial information is available to law enforcement for the purpose of screening applicants.

MOTION - Hawkins, Second - Fox, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to provide an additional \$109,500 to (1) augment the current sole source contract for the services of Dr. Deniz Ones by an additional \$80,000; and (2) create a sole source agreement for the services of Dr. Chockalingam Viswesvaran for \$29,500 - (vote: 10 - 0) (Note - Commissioner Lopez was momentarily absent from the room.).

N. Contract for the Services of Dr. Robert Goldberg to Continue updating the POST Medical Screening Manual

Staff reported that, in keeping with POST's commitment to maintain the Medical Screening Manual as a "living document," five revised manual sections are slated for publication in June 2001. Following that, the next chapters slated for revision include endocrinology (to incorporate advances in the treatment of insulin-dependant diabetes) and a reassessment of the color vision guidelines in light of new color-correction technology.

Responsibility for drafting and finalizing the protocol chapters has largely been that of Robert Goldberg, M.D., Assistant Medical Director for the City of Los Angeles. Dr. Goldberg's services were initially acquired via interagency agreement with the City. However, by 1998, competing City work demands impeded Dr. Goldberg's progress on this project. Therefore, in November 1998 the Commission authorized the Executive Director to enter into an individual, sole source contract with Dr. Goldberg in the amount of \$35,000. Since Dr. Goldberg anticipates that he can continue to devote his time to this effort, staff recommends authorization for another sole source contract to continue to use the services of Dr. Goldberg.

MOTION - Holden, Second - Cobb, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to develop and issue a sole-source contract for the services of Dr. Goldberg to continue revising and updating the *POST Medical Screening Manual for California Law Enforcement* in an amount not to exceed \$35,000.

O. Augmentation of the Contract for the Entry Level Dispatcher Selection Test Program

Staff reported that the testing for Entry Level Dispatcher applicants in the POST Public Safety Dispatcher Program has far exceeded the level anticipated by staff when this contract was initiated in July 2000. The existing contract with Cooperative Personnel Services (CPS) to provide testing services is in the amount of \$177,449 for 22,000 tests. At the current rate of usage, an additional 4,936 tests will be ordered this fiscal year. In order to meet the demands of the Public Safety Dispatcher testing program, we will need to increase the funds available in the current contract by an additional \$34,718.

MOTION - Hawkins, Second - Kolender, carried unanimously, by ROLL CALL VOTE to authorize the Executive Director to increase the contract with CPS by \$34,718.

P. Augmentation of the FY 00-01 Contract for the Entry Level Law Enforcement Test Battery

Staff reported a significant increase in both the number of test administrations and the number of candidates tested in the first six months of this fiscal year. It is anticipated that there will be a 75% increase in test administrations over the course of the fiscal year if this trend continues. In order to meet the demand of the agencies using this exam, it will be necessary to augment the contract with the Office of State Publishing.

MOTION - Fox, Second - Flannagan, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to amend the contract with OSP to increase the contract amount by \$25,000.

Q. Contract Augmentation for FY 1999/2000 Entry-Level Test Battery Contract

Staff advised that the recruitment difficulties experienced by various agencies have resulted in unanticipated changes in the way agencies test. Specifically, many agencies are now conducting numerous small test administrations rather than one or two large

administrations. This factor has resulted in increased testing costs for POST, exceeding the amount budgeted, because the number of test administrations determines the costs of the testing program.

MOTION - Hawkins, Second - Boyd, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to amend the FY 1999/2000 contract with Cooperative Personnel Services (CPS) to increase the amount by \$12,172.06.

### **TRAINING AND DELIVERY BUREAU**

R. *This matter was deferred to the August 2001 meeting based upon an earlier motion.*

S. Approval of Standardized Training Curriculum for School Resource Officers

School Resource Officers (SROs) are employees of a local law enforcement agency who are assigned to one or more schools on a part-time or full-time basis. SROs typically provide three major services including on-campus law enforcement and intervention, student counseling and mentoring, and law enforcement legal education.

Staff reported that a subject matter group was convened from around the state to form a committee to address development of training curriculum. After several meetings, the committee designed a standardized curriculum for the School Resource Officer (SRO) course. The proposed curriculum also satisfies the requirements of Assembly Bill 355 (Havice), which, if enacted, will mandate a standardized SRO training course.

Staff noted that, as with all of POST's training, the curriculum for this course will be dynamic, ever changing, with periodic reviews anticipated. Any recommendations from the law enforcement community are welcome.

After a brief discussion, it was determined that the proposed curriculum should be approved, printed and distributed. Staff will meet with Commissioner Rana Sampson to review and collaborate on possible revisions to the curriculum.

MOTION - Kolender, Second - Fox, carried unanimously to approve the proposed standardized SRO core course curriculum for distribution and certification of training courses.

### **TRAINING PROGRAM SERVICES BUREAU**

T. Contract Request for Development of Multimedia CD-ROM Training on Tactical and Interpersonal Communication

Staff reported that a Budget Change Proposal was approved by the Commission for Fiscal Year 2000-2001 for \$1 million to conduct technology training in the form of a CD-ROM. One CD-ROM program has been developed to address Driver Training; staff's

recommendation is that the remaining \$500,000 be used to design and develop a CD-ROM on Communication to be used with the POST Perishable Skills training requirement.

MOTION - Kolender, Second - Holden, carried unanimously by ROLL CALL VOTE, to authorize the Executive Director to enter into an agreement with Anteon Corporation and its business partner ITGtech for an amount not to exceed \$500,000 to design and develop multimedia CD-ROM based communication training for California law enforcement.

U. *This matter was deferred to the August meeting, based on an earlier motion.*

V. Contract Request for Presentation of Cultural Diversity Train the Trainer Course

Staff reported that requests from the field indicate a serious need for an updated train-the-trainer course for Cultural Diversity. This course is mandated for the basic academy and in-service instructors who are responsible for presenting cultural diversity training to law enforcement. To proceed with this project, POST will design the course, utilizing subject matter experts, but will need to negotiate an interagency contract for the facilitation of two pilots of the final course.

MOTION - Boyd, Second - Flannagan, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to enter into an interagency contract with a suitable agency for the presentation of two pilots of the Cultural Diversity Training for Trainers, in an amount not to exceed \$40,000 during the fiscal year 2001/2002.

W. Approval of POST Guidelines & Training for Response to Stalking Cases

In 2000, the Legislature amended P. C. Section 13519.05 to require POST's development of a course for response to cases of stalking. POST assembled a subject-matter expert panel and designed a two hour curriculum with a supporting reference guide and guidelines. Staff recommended approval of the program and guidelines for distribution, as well as approval of the curriculum for inclusion into Regulation 1081, subject to the results of a public hearing.

MOTION - Hawkins, Second - Smith, carried by a vote of 10-1, Commissioner Sampson dissenting, to approve the guidelines for distribution and approve the curriculum for inclusion in Regulation 1081, subject to the results of a public Notice Process.

Staff will meet with Commissioner Sampson to discuss further data to be included in the curriculum.

X. Contract Request for Presentation of ICI Core Course

Staff reported that ever since the Institute of Criminal Investigation (ICI) first began 15 years ago, law enforcement agencies in the Central Valley have had to travel considerable distances to participate. The ICI Core course is presented only in San Francisco, San Jose,

Sacramento, Los Angeles and San Diego. There is no presenter between Sacramento and Los Angeles.

The Central Valley and, in particular, Fresno and Bakersfield, has experienced tremendous population growth in recent years. While its growth has paralleled the general population, law enforcement's participation in the ICI Course has been minimal due to the travel distance.

MOTION - Flannagan, Second - Sampson, carried by a ROLL CALL VOTE of 10 - 0, (Commissioner Boyd abstained.) to authorize the Executive Director to enter into a contract with the State Center Regional Training Facility, Fresno, for two presentations of the Robert Presley Institute of Criminal Investigation (ICI) Core Course and a one-time equipment purchase in an amount not to exceed \$82,325 for fiscal year 2001-02.

Y. **COMMITTEE REPORTS**

**Long Range Planning Committee**

Ted Hunt, Chairman of the Long Range Planning Committee, reported on the meeting held on March 15, 2001, at POST Headquarters in Sacramento.

In addition to those issues already addressed, the Long Range Planning Committee received reports on the following matters:

**Backfill Costs and Training for Dispatchers**

This item was unanimously approved and recommended for presentation to the Commission. (However, as Item R on this meeting's Agenda, it has been deferred to the August 2001 Commission meeting.)

**Feasibility Study of L. A. Unified School District**

The Committee accepted the report and directed staff to submit the report and recommendation to the California Legislature and the Los Angeles Unified School District Police Department.

There was a discussion concerning the preparation and distribution process of Feasibility Studies. It was determined that the Feasibility Study process should be discussed at the next Long Range Planning Committee.

**Public Hearing on Cancellation of POST Certificate**

The Committee recommended that hearing on this issue be continued to the August 2001 meeting, due to the fact that recently introduced legislation specifically addresses this matter.



### University of Phoenix, Law Enforcement Professional Training Program

The Chair reported that, although there was consensus among the committee members familiar with the program that the training was excellent, there had not been sufficient time for staff to prepare a completed study. The completed study and recommendation will be presented at the next Long Range Planning Committee.

### POST Safe Driver Ribbon

Chairman Hunt had proposed that POST bestow a *Safe Driving Award* to peace officers who have an accident-free driving record for five consecutive years in an effort to provide positive reinforcement for safe driving habits. Staff's report on this issue will be made to the next Long Range Planning Committee meeting after thorough evaluation and research is completed.

### Recruitment Symposium

During the Long Range Planning Committee discussion of this issue, Commissioner Flannagan proposed that a recommendation be made to the Commission that POST focus next on middle management range peace officers, i.e., sergeants, etc., for the next symposium. Staff will report back to the next Long Range Planning Committee on this matter.

### Advisory Committee

Alex Bernard, Vice Chair of the Advisory Committee, reported on the actions of the Advisory Committee meeting held on May 9, 2001, in Sacramento.

### New Advisory Committee Member

Kevin Otto was welcomed by the Committee as the Specialized Law Enforcement representative to the Advisory Committee.

Mr. Bernard related that the Committee recommended the Commission approve Items D and E of the Commission Agenda.

### Governor's Award Brochure

The Committee determined that the current format is excellent and should be preserved but it would be beneficial to have more widespread promotion of the program within the law enforcement community.

### Deferment of Commission Agenda Items

Mr. Bernard further reported that the Advisory Committee concurred with Executive Director Ken O'Brien's recommendation to defer Agenda Items **F, H, I, R, and U** to the next Commission meeting.

### Advisory Committee Appointments

Bob Blankenship, who has represented the California Police Chiefs Association, has recently been elected President of the CPCA and has recommended the appointment of Chief John Gurney of Sonoma Police Department as his replacement.

### Finance Committee

Joe Flannagan, Chairman of the Finance Committee, reported on the meeting held on May 9, 2001, in Sacramento.

In addition to those issues already addressed, the Finance Committee discussed the following matters:

#### Financial Report

The Committee reviewed the quarterly report. The report indicated that revenues received through March of this year are less than anticipated but more than were received for the same period last year.

The number of trainees reimbursed through the third quarter is 13% more than the number reimbursed during the same period last year.

Reimbursement to local agencies increased 12% over the amount during the same period last year.

The Committee reviewed projected expenditures for the balance of this fiscal year.

Staff has negotiated renewal of the following 31 contracts for FY 2001/02:

#### Training and Standards Contracts

- |    |  |               |
|----|--|---------------|
| 1) | Cooperative Personnel Services for Basic Course Proficiency Exam             | \$ 109,467.30 |
| 2) | Office of State Publishing for Entry-Level Dispatcher Selection Test Battery | \$ 190,000.00 |
| 3) | Office of State Publishing for Entry-Level Reading and Writing Test Battery  | \$ 130,170.00 |

4)	Office of State Publishing for PC 832 Written Examination	\$ 38,510.00
5)	Office of State Publishing for Regular Basic Course - Modular Format Examination.	\$ 21,810.00
6)	Master Instructor Development Program Contract for FY 2001/2002	\$ 274,906.00
7)	Office of State Publishing for Services to Support the Basic Course Student Workbook Instructional System	\$ 174,400.00
8)	Request for Contract for FY 2001-02 Telecourse Programs with San Diego University Public Broadcasting Station (KPBS) for Fiscal Year 2001-02	\$1,680,847.00
9)	Simon Wiesenthal Center, dba Museum of Tolerance for the Presentation of Tools for Tolerance for Law Enforcement Training Courses for the Fiscal Year 2001-2002	\$1,556,000.00
10)	Contract Request for Robert Presley Institute of Criminal Investigation with California State University, Sacramento, for Fiscal year 2001/02	\$ 358,002.00
11)	Contract Request for Robert Presley Institute of Criminal Investigation with the San Diego Regional Training Center for FY 2001/02	\$ 357,346.00
12) *	Contract Request for Robert Presley Institute of Criminal Investigation with San Jose State University for FY 2001/02	\$ 412,053.00
13)	Robert Presley Institute of Criminal Investigation Contract with the Los Angeles Sheriff's Department for FY 2001/2002	\$ 79,684.00
14)	Contract Request for San Diego Regional Training Center to provide support for the Command College and the executive workshops for fiscal year 2001/2002; and	\$ 542,641.00
15)	Santa Rosa Regional Training Center/Santa Rosa Community College to provide support for the Executive Development Course for fiscal year 2001/2002 (this Contract was formerly made with the San Diego Regional Training Center)	\$ 159,911.00
16)	Annual Contracts for 24 Presentations of the Management Course - Fiscal Year 2001/2002	\$ 607,050.57

17)	Contract Request for Labor/Management Partnerships Training - Fiscal Year 2001/2002	\$ 69,906.80
18)	Request for Robert Presley Institute of Criminal Investigation Contract with the Los Angeles Police Department for FY 2001/2002	\$ 108,316.00
20)	Request to Continue Contracts for Presenting Basic Narcotic, Basic Motorcycle, Motorcycle Update Course, and the Basic Course Driver Training for FY 2001-02	\$3,008,743.00
21)	Request to Continue Contracts for Presenting Driver Training Simulator and Force Option Simulator Training For FY 2001-02	\$3,453,311.00
22)	Request to Authorize the Executive Director to Negotiate an Interagency Agreement with the Department of Justice to Provide Training to Local Law Enforcement	\$2,211,225.00
23)	Request to Authorize the Executive Director to Enter into a Contracts to Present a Total of 32 Presentations of <i>Driver Training Simulator and Force Option Simulator Instructor Training</i> for the Fiscal Year 2001-02	\$ 128,000.00
24)	Request to Authorize the Executive Director to Enter Into an Interagency Agreement with Alameda County District Attorney's Office, Golden West College and/or other public Entity for the production of 36 <i>Case Law Updates</i> Training Programs during Fiscal Year 2001-02	\$ 132,000.00
25)	Request to Authorize the Executive Director to Enter Into a Contract with Cal State University Long Beach to present the Sherman Block Supervisory Leadership Institute	\$1,316,087.00
26)	Request to Authorize the Executive Director to Enter Into a Contract with California State University-Sacramento, Regional and Continuing Education (CSU-Sac)	\$ 120,000.00

Administrative Contracts

27)	Contract with CSUS Foundation for Student Assistants	\$ 15,000.00
28)	Interagency Agreement with TEALE Data Center for Supplemental computer services.	\$ 80,000.00

29)	Health and Welfare Data Center - CALSTARS support. The mandated California State Accounting and Reporting Systems (CALSTARS) Requires an Agreement with the Health and Welfare Data Center to Provide Computer Linkage and necessary data processing services.	\$ 35,000.00
30)	Davisville Travel Contracts	\$ 63,000.00
31)	State Controller's Office Agreement for Auditing Services in FY 2001-02	\$ <u>85,000.00</u>
<b>TOTAL:</b>		<b><u>\$17,518,386.67</u></b>

MOTION - Flannagan, Second - Lopez, carried unanimously by ROLL CALL VOTE to approve the renewal of the contracts. (\* Commissioner Patrick Boyd abstained on Contract #12 - ICI Contract with San Jose State University.)

#### **Legislative Review Committee**

Commissioner Monty Holden, Chairman of the Legislative Review Committee reported that the Committee met last on May 10, 2001, at 8:30 a.m., at the Holiday Inn Northeast in Sacramento.

Tom Hood, Legislative Liaison, reported that the Committee took specific action on the following bills:

- AB 355 (Havice) - *School Resource Officers*. Initially, the Commission took a position of "oppose unless amended", but the author has now accepted POST's curricula as the state-wide standard and the Committee has recommended a "neutral" position.
- AB 376 (Chavez) - *Peer Support Programs*. The author of the bill has agreed to accept amendments, which will eliminate POST's concerns. The committee's recommendation was changed to "neutral".
- SB 780 (Ortiz) - *Protection of the Exercise of Constitutional Rights*. The bill's author has agreed to meet with POST staff in an effort to draft amendment language that will address POST'S concerns. On this basis, the Committee recommends that the Commission change its position from "oppose" to "neutral".
- AB 1152 (Vargas) - *Expands the Educational Requirements for Becoming a Peace Officer*. Upon review of this proposal, the Committee recommended a "support" position.

- AB 1339 (Keeley) - *School Resource Officer Training*. This bill would provide that all peace officers assigned to schools take the 32 - hour Campus Law Enforcement course. After careful review, the Committee recommends that the Commission take a "neutral" position.
- SB 911(Alarcon) - *Tribal Law Enforcement*. This bill seeks to give full state peace officer status to tribal officers assigned to departments on "Indian territory". After careful review, the Committee concluded that current provisions in the bill raises concerns and it has therefore recommended an "oppose unless amended" position.

MOTION - Holden, Second - Kolender, carried unanimously, to accept the Legislative Review Committee Report and take actions according to the Committee recommendations.

## Z. OLD/NEW BUSINESS

### Report of the Nominating Committee

Commissioner Fox, Chairman of the Nominating Committee, reported the Committee recommended the following nominations for the upcoming year:

- Chair, William Kolender
- Vice-Chair, Joe Flannagan

MOTION - Fox, Second - Holden, carried unanimously to approve the recommendations of the Nominating Committee.

### Appointment of a Public Member to the Advisory Committee

Commissioner Fox reported that the Committee recommended Leonard Geise as a Public Member to the Advisory Committee. Mr. Geise is a retired officer with the Escondido Police Department and has been active in the Executive Committee of PORAC.

MOTION - Fox, Second - Holden, carried unanimously, to appoint Leonard Geise as the Public Member to the Advisory Committee.

### New Advisory Committee Member Representing California Police Chiefs Association

The California Police Chiefs Association (CPCA) has recommended John Gurney, Chief of Sonoma Police Department to replace Bob Blankenship as the representative for CPCA.

MOTION - Fox, Second - Lopez, carried unanimously, to appoint John Gurney to the POST Advisory Committee.

### **FUTURE COMMISSION MEETINGS**

Chairman Hunt stated that four Commissioners have a scheduling conflict on August 9, 2001, which is the next scheduled meeting date. He requested that the date be moved back one week to August 16.

The future Commission meeting dates and locations are:

August 16, 2001 - Doubletree Hotel, Ontario

November 1, 2001 - Holiday Inn Northeast, Sacramento

January 17, 2002, Holiday Inn, Riverside

April 18, 2002 - Ramada Plaza Hotel, Culver City

Respectfully submitted,

Anita L. Martin  
Commission Secretary

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Course Certification/Decertification Report		<b>Meeting Date</b> August 9, 2001
<b>Bureau</b> Training Delivery Bureau	<b>Reviewed By</b> <i>Howarth</i> Dick Reed, Chief	<b>Researched By</b> Rachel S. Fuentes <i>Rachel Fuentes</i>
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 7-30-01	<b>Date of Report</b> July 23, 2001
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

The following courses have been certified or decertified during the fourth quarter of the FY 2000-01.

**CERTIFIED**

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1. Management Update Seminar	Stanislaus Co. S.D.	Mgmt. Trng.	IV	\$ 5,700
2. Skills & Knowledge Modular Training	Oakland P.D.	Technical	IV	-0-
3. Arrest & Firearms-Interactive	San Luis Obispo S.D.	Technical	IV	7,930
4. Level I Modular Training	Riverside College	BC-Modular Format	N/A	-0-
5. Campus Law Enforcement	San Bernardino S.D.	Technical	IV	14,000
6. Level I Modular Training	Los Angeles S.D.	BC-Modular Format	N/A	-0-
7. Firearms - Tactical Rifle	Cabrillo College	Technical	II*	2,496
8. Driver Training Simulator	Orange Co. S.D.	Technical	II*	313,760
9. Mounted Patrol Update	San Bernardino S.D.	Technical	IV	15,600
10. Level II Modular Training	Orange Co. S.D.	BC-Modular Format	N/A	-0-
11. Level II Modular Training	San Diego RPSTI	BC-Modular Format	N/A	-0-
12. Level III Modular Training, Part 2	San Diego RPSTI	BC-Modular Format	N/A	-0-

\*Back-fill approved courses



CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
13. Arrest & Firearms (832P.C.)	RPSTI, San Diego	P.C. 832	N/A	\$ -0-
14. COP/Ethics & Integrity	RCPI, L.A.S.D.	Technical	IV	15,360
15. Police Vehicle Pursuits	Fullerton College	Technical	N/A	-0-
16. Driver Training Simulator	Alameda Co. S.D.	Technical	II*	44,000
17. Firearms/Sub-Machine Gun	DOJ Training Center	Technical	IV	18,414
18. Mounted Patrol Training	San Jose P.D.	Technical	IV	3,351
19. Money Laundering	State Center RTF	Technical	IV	12,240
20. Canine Handler Update	Fresno Co. S.D.	Technical	II*	4,500
21. Canine Handler	Fresno Co. S.D.	Technical	II*	3,600
22. Improvised Explosive Devices Advanced	FBI, San Diego	Technical	IV	2,400
23. Reporting Writing	Ray Simon CJTC	Technical	IV	2,700
24. Surveillance Techniques	Santa Ana P.D.	Technical	IV	24,000
25. Inv. Technology for Admin.	Santa Ana P.D.	Technical	IV	9,750
26. Crime Prev. Adv.-Environ. Design	RCPI, L.A.S.D.	Technical	IV	19,200
27. Negotiation for Domes. Viol.	San Diego RTC	Technical	IV	15,000
28. Officer Involved Domes. Viol.	San Diego RTC	Technical	IV	18,500
29. Radar Operator	Beverly Hills P.D.	Technical	IV	2,160
30. Skills & Knowledge Modular Training	Mendocino College	Technical	IV	5,000
31. Driver Training (EVOC) Upd.	Palo Alto P.D.	Technical	II*	1,800
32. Driver Training Update	South Bay RTC	Technical	I*	15,168

\* Back-fill approved Courses

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
33.	Driving/Force Option Sim. Combo	Alameda Co. S.D.	Technical	II*	\$ -0-
34.	Driving/Force Option Sim. Combo	Los Angeles Co. S.D.	Technical	II*	-0-
35.	Driving/Force Option Sim. Combo	Los Angeles P.D.	Technical	II*	-0-
36.	Driving/Force Option Sim. Combo	Ray Simon CJTC	Technical	II*	-0-
37.	Driving/Force Option Sim. Combo	Orange Co. S.D.	Technical	II*	-0-
38.	Driving/Force Option Sim. Combo	Riverside Co. S.D.	Technical	II*	-0-
39.	Driving/Force Option Sim. Combo	San Jose P.D.	Technical	II*	-0-
40.	Driving/Force Option Sim. Combo	Santa Rosa P.D.	Technical	II*	-0-
41.	Driving/Force Option Sim. Combo	Allan Hancock Col.	Technical	II*	-0-
42.	Driving/Force Option Sim. Combo	Contra Costa CJTC	Technical	II*	-0-
43.	Driving/Force Option Sim. Combo	West Covina P. D.	Technical	II*	-0-
44.	Firearms/Tactical Handgun	Los Angeles P.D.	Technical	II*	-0-
45.	Rapid Deployment, 1 <sup>st</sup> Responder	Orange Co. S.D.	Technical	IV	2,880
46.	Firearms, Semi-Auto Pistol	San Jose P.D.	Technical	IV	6,240
47.	Communications Trng. Ofcr.	State Center RTF	Technical	IV	7,200
48.	Victim Contact Skills	South Bay RTC	Technical	IV	3,675

\*Back-fill approved courses

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
49.	CCI-Exam. Foot//Tire Impression Evidence	CCI	Technical	IV	\$ 5,239
50.	Training Conference (Cargo Tank)	Los Medanos College	Technical	N/A	-0-
51.	Sexual Assault Response Team (SART)	Placer Co. S.D.	Technical	N/A	-0-
52.	Driving Training (EVOC) Update (PIT)	Sacramento RDTF	Technical	I*	20,976
53.	Field Training Officer Update	Allan Hancock Col.	Technical	II*	24,700
54.	Management Update Seminar	Oakland P.D.	Mgmt. Trng.	IV	18,600
55.	Arrest and Control Instructor	San Francisco P.D.	Technical	II*	9,800
56.	Officer Safety/Field Tactics (Plain Clothes)	Long Beach P.D.	Technical	II*	100,000
57.	Motorcycle Training	San Francisco P.D.	Technical	III	31,560
58.	Fingerprint, Patent Dev.	FBI, Sacramento	Technical	IV	960
59.	Driving/Force Option Sim. Combo	San Francisco P.D.	Technical	II*	-0-
60.	D.R.E. Update	Orange Co. S.D.	Technical	IV	62,000
61.	Firearms/Long Rifle (Sniper)	San Jose P.D.	Technical	IV	2,280
62.	Level II Modular Training	Sacramento Co. S.D.	BC-Modular Format	N/A	-0-
63.	Level III Modular Training, Part 2	Lake Tahoe College	BC-Modular Format	N/A	-0-
64.	CCI-Footwear Impression Evidence	CCI	Technical	IV	5,240
65.	Field Training Administrator	Allan Hancock Col.	Technical	IV	24,700

\*Back-fill approved courses

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
66.	Arrest & Control Techniques Update	South Bay RTC	Technical	II*	\$ 1,350
67.	Use of Force Update	South Bay RTC	Technical	II*	1,350
68.	Arrest & Control Self-Defense	South Bay RTC	Technical	II*	1,350
69.	Crisis Response Team, T-T	San Diego Co. S.D.	Technical	IV	5,760
70.	Crisis Response Team, 1 <sup>st</sup> Responder	San Diego Co. S.D.	Technical	IV	11,520
71.	Bailiff and court Security	Sacramento Co. S.D.	Technical	III	34,200
72.	Canine Handler	Yuba College	Technical	II*	106,848
73.	Level I Modular Training	State Center RTF	BC-Modular Format	N/A	-0-
74.	Radar Operator	Huntington Beach P.D.	Technical	IV	-0-
75.	Cognitive Interview & Interrogation	South Bay RTC	Technical	IV	3,675
76.	Instructor Development	Palomar College	Technical	N/A	-0-
77.	Leadership Development	Sacramento Co. S.D.	Technical	IV	6,430
78.	Firearms-Simunitions Instr.	Santa Rosa TC	Technical	IV	3,994
79.	Canine Agitator	Kingsburg P.D.	Technical	I*	3,600
80.	Defensive Tactics Instr.	Stockton P.D.	Technical	I*	22,800
81.	Driver Training Simulator	San Francisco P.D.	Technical	II*	87,040
82.	Force Option Simulator	San Francisco P.D.	Technical	II*	87,040
83.	Skills & Knowledge Modular Training	Fullerton P.D.	Technical	IV	-0-
84.	Child Abuse	Orange Co. S.D.	Technical	IV	16,500
85.	Driver Training Simulator	RPSTI, San Diego	Technical	II*	6,656

Back-fill approved courses

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
86.	Defensive Tactics Update	Franchise Tax Board	Technical	II*	\$ -0-
87.	Arson Inv.- Juvenile	Redwoods Center	Technical	IV	4,320
88.	Team Building Workshop	Larry Grant	TBW	III	6,200
89.	Team Building Workshop	Ross Allen Heaton	TBW	III	6,200
90.	Team Building Workshop	Linda Rodgers-Price	TBW	III	6,200
91.	Team Building Workshop	Stephen R. Thomas	TBW	III	6,200
92.	Team Building Workshop	John J. Perry	TBW	III	6,200
93.	Team Building Workshop	Robert A. Beeler	TBW	III	6,200
94.	Team Building Workshop	Dr. John W. Stockman	TBW	III	6,200
95.	Team Building Workshop	Bob Harrison	TBW	III	6,200
96.	Team Building Workshop	Richard Thomas	TBW	III	6,200
97.	Supervisory Instr. Trng. Module 1	San Diego RTC	Supv. Course	III	34,000
98.	Supervisory Instr. Trng. Module 2	San Diego RTC	Supv. Course	III	34,000
99.	Firearms - Tactical Rifle	Long Beach P.D.	Technical	II*	72,000
100.	Domestic Violence for 1 <sup>st</sup> Responders	Santa Ana P.D.	Technical	II*	1,800
101.	Defensive Tactics Instructor Advanced	San Bernardino S.D.	Technical	II*	50,400
102.	Instructor Dev - BC	South Bay RTC	Technical	IV	11,200
103.	Interview and Interrogation	UC, Santa Cruz P.D.	Technical	II*	10,060
104.	Computer Forensics	DOJ Training Center	Technical	IV	25,344
105.	Surveillance/Land Navigation	DOJ Training Center	Technical	IV	1,980

\*Back-fill approved courses

**CERTIFIED (Continued)**

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
106.	Skills & Knowledge Modular Training	Calaveras Co. S.D.	Technical	IV	\$ 3,920
107.	Drug Alcohol Recognition Update	Livermore P.D.	Technical	II*	640
108.	Mobile Field Force	Ventura CJTC	Technical	IV	12,000
109.	Level II Modular Training	Shasta College	BC-Modular Format	N/A	-0-
110.	Thermal Imagery Field Ofcr	Santa Maria P.D.	Technical	IV	12,000
111.	Fire Investigation IA	Sacramento RCJTC	Technical	IV	-0-
112.	Fire Investigation IB	Sacramento RCJTC	Technical	IV	-0-
113.	Tactical Communication (Workplace)	Lassen College	Technical	IV	990
114.	Tactical Response to School and Community Violence	Lassen College	Technical	IV	990
115 - 140	There were 26 additional IVD/CD ROM courses certified as of 7-1-01. To date, 276 IVD/CD ROM certified presenters have been certified and 1,087 IVD/CD ROM courses certified .				
141-147	There were seven additional Telecourses certified as of 7-1-01. To date, 464 Telecourse presenters have been certified.				

**DECERTIFIED**

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
1.	Firearms/Laser Training Update	West Covina P.D.	Technical	I*
2.	Fingerprint, Latent Dev. Techn.	FBI, Sacramento	Technical	IV
3.	Team Building Workshop	Royleen A. White	TBW	III
4.	Team Building Workshop	John O. Oaks	TBW	III

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
5. Team Building Workshop	William S. Chiat	TBW	III
6. Team Building Workshop	John Stuart Parker	TBW	III
7. Team Building Workshop	Susan Pritchett	TBW	III
8. Team Building Workshop	Barbara A. Van Dine	TBW	III
9. Performance Enabling Workshop	Raymond W. Forsyth	TBW	III
10. Performance Enabling Workshop	Donald J. Burnett	TBW	III
11. Performance Enabling Workshop	Cindy Shaffer	TBW	III
12. Performance Enabling Workshop	Michael Tamayo	TBW	III
13. Performance Enabling Workshop	John Stuart Parker	TBW	III
14. Performance Enabling Workshop	John O. Oakes	TBW	III
15. Performance Enabling Workshop	William Chiat	TBW	III
16. Performance Enabling Workshop	Cynthia Tablak	TBW	III
17. Performance Enabling Workshop	Susan Pritchett	TBW	III
18. Performance Enabling Workshop	Barbara A. Van Dine	TBW	III
19. Performance Enabling Workshop	John M. Dineen	TBW	III
20. Performance Enabling Workshop	Robert E. Brown	TBW	III
21. Performance Enabling Workshop	Lucinda B. Freeman	TBW	III
22. Performance Enabling Workshop	Royleen A. White	TBW	III
23. Performance Enabling Workshop	Armand E. R. Mulder	TBW	III
24. Performance Enabling Workshop	William Garvin	TBW	III
25. Performance Enabling Workshop	Sonia Powers, Ph.D.	TBW	III
26. Performance Enabling Workshop	Ray Birge	TBW	III

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
27. Performance Enabling Workshop	Susan R. Quinn	TBW	III
28. Performance Enabling Workshop	Martin Nelson	TBW	III
29. Performance Enabling Workshop	Jack La Tow	TBW	III
30. Performance Enabling Workshop	Marilyn Manning	TBW	III
31. Performance Enabling Workshop	Ronald J. Cristando	TBW	III
32. Performance Enabling Workshop	San Diego RTC	TBW	III
33. Performance Enabling Workshop	Paul M. Whisenand	TBW	III
34. Performance Enabling Workshop	Thomas H. Anderson	TBW	III
35. Performance Enabling Workshop	Bill Lewis	TBW	III
36. Performance Enabling Workshop	David Carey	TBW	III
37. Performance Enabling Workshop	Lawrence Murphy	TBW	III
38. Performance Enabling Workshop	Irv Gamel	TBW	III
39. Performance Enabling Workshop	Thomas C. Esensten	TBW	III
40. Performance Enabling Workshop	Marin Consulting Associates	TBW	III
41. Fire Investigation IA	American River College	Technical	IV
42. Fire Investigation IB	American River College	Technical	IV
43. Supervisory Update	Josephine Co. S.D.	Supv. Trng.	N/A
44. Criminal Inv. Analysis	Imperial Co. D.A.'s Office	Technical	IV
45. Training Conference	La Mesa P.D.	Technical	N/A
46. Bicycle Patrol Instructor	Santa Ana P.D.	Technical	IV
47. D.R.E. Classroom-Extended	Palomar College	Technical	N/A
48. D.R.E. Instructor School	Palomar College	Technical	IV

\*Back-fill approve courses



DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
49. Radar Operator, Marine	San Diego Harbor Police	Technical	IV
50. Rifle Marksmanship and Sniper	Imperial Co. S. D.	Technical	IV
51. Narcotics-Counterdrug Prev. Inv.	Imperial Co. S. D.	Technical	IV
52. Physical Training, Instructor	San Diego RPSTI	Technical	IV
53. Crime Inv., High Technology	V. T. & Associates	Technical	III
54. Tactical Communication	CSU, San Diego	Technical	II*
55. Reporting Writing	Imperial Valley College	Technical	N/A
56. Dispatcher Update, PS	La Habra P.D.	Technical	IV
57. Bicycle Patrol	UC, San Diego P.D.	Technical	IV
58. Communic. Skills-Body Language	Orange Co. S.D.	Technical	IV
59. Ofcr. Safety/Field Tactics Update	CA State Parks	Technical	II*
60. Special Weapons & Tactics Update	San Mateo P.D.	Technical	IV
61. Arrest & Firearms, Interactive	Monterey Peninsula College	P.C. 832	IV
62. Bicycle Patrol	Monterey Peninsula College	Technical	IV
63. Bomb Scene Investigation	Monterey Peninsula College	Technical	IV
64. Canine Handler Update	Monterey Peninsula College	Technical	II*
65. Canine Team Evaluator's	Monterey Peninsula College	Technical	IV
66. Field Training Officer	Monterey Peninsula College	Technical	II*
67. Firearms/Tactical Handgun	Sunnyvale DPS	Technical	II*
68. Recruitment/Retention of Workers	Sunnyvale DPS	Supv. Trng.	IV
69. COP/Commun. Oriented Policing	RCPI, Sacramento P.D.	Technical	IV
70. Terrorism: Biological/Chemical	CSU, Sacramento	Technical	N/A

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
71. Driver Training (EVOC) Update	CHP	Technical	II*
72. Policy & Procedures Dev. - L.E.	Sacramento Co. S.D.	Technical	IV
73. Special Weapons & Tactics, Cmdr	Sacramento Co. S.D.	Technical	IV
74. Threat Management	Sacramento Co. S.D.	Technical	IV
75. CCI-Sexual Assault Evidence	CCI	Technical	IV
76. CCI-DNA, Introduction	CCI	Technical	IV
77. CCI-DNA Typing	CCI	Technical	IV
78. CCI-DNA Genetic Typing	CCI	Technical	IV
79. CCI-Blood Typing-Gen. Isoelectric	CCI	Technical	IV
80. Training Conference	RCPI, L.A.S.D.	Technical	N/A
81. Weapon Retention & Takeaway	Shasta College	Technical	II*
82. Arrest & Control Instructor	Shasta College	Technical	II*
83. Defensive Tactics Update	Shasta College	Technical	II*
84. Baton Instructors	Shasta College	Technical	II*
85. Canine Handler	Butte Center	Technical	II*
86. Canine Handler Update	Butte Center	Technical	II*
87. Critical Incident Stress Debriefing	Redding P.D.	Technical	IV
88. Arrest & Firearms - Interactive	College of the Siskiyou	P.C. 832	N/A
89. Baton Instr. - Expandable	Yuba College	Technical	II*
90. Courtroom Testimony	Yuba College	Technical	IV
91. Welfare Fraud Inv. Update	UC, Davis	Technical	N/A
92. Mounted Patrol Training	Red Bluff P.D.	Technical	IV

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
93. Interview and Interrogation Tech.	Santa Rosa Center	Technical	II*
94. Background Investigation	Santa Rosa Center	Technical	IV
95. Drug Influence - 11550 H&S	Santa Barbara P.D.	Technical	IV
96. Bicycle Patrol	Santa Barbara P.D.	Technical	IV
97. Training Conference	CSTI	Technical	N/A
98. Hazardous Materials Inv.	CSTI	Technical	III
99. Environmental/Crimes, Adv.	CSTI	Technical	IV
100. Career Ethics/Integrity Facil.	Ray Birge & Associates	Technical	III
101. Supervisory Update	Ray Birge & Associates	Supv. Trng.	III
102. Bloodstain Dynamics	Riverside Co. S.D.	Technical	IV
103. Child Abuse, Update	Riverside Co. S.D.	Technical	IV
104. Investigative Update	Riverside Co. S.D.	Technical	N/A
105. Management Update Seminar	Riverside Co. S.D.	Mgmt. Trng.	IV
106. Network Communications	Riverside Co. S.D.	Technical	IV
107. Stress Management	Riverside Co. S.D.	Technical	IV
108. Arrest & Firearms, Interactive	Victor Valley College	P.C. 832	IV
109. Arrest & Firearms, Interactive	Riverside College	P.C. 832	IV
110. Explosive-Post Blast inv.	ATF	Technical	IV
111. Advanced Officer	Fremont P.D.	AO	IV
112. Firearms/Semi-Auto Rifle	San Francisco P.D.	Technical	IV
113. Training Conference	Law Enforcement Assn. Of Asian Pacifics	Technical	N/A

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
114. Baton Instr. - Expandable	FBI, Los Angeles	Technical	II*
115. Forensic - Courtroom Testimony	FBI, Los Angeles	Technical	IV
116. Special Weapons & Tactics Update	FBI, Los Angeles	Technical	IV
117. Cultural Awareness	Santa Monica P.D.	Technical	N/A
118. Helicopter Water Rescue	Glendale P.D.	Technical	IV
119. Tactical Communication	Glendale P.D.	Technical	II*
120. Tactical Communication	Glendora P.D.	Technical	II*
121. Leal Update/Patrol	CSU, Long Beach	Technical	III
122. Legal Update for Investigators	CSU, Long Beach	Technical	III
123. Disabilities, L.E. Awareness	Pasadena P.D.	Technical	IV
124. Traffic Control Update, Intensive	Cerritos College	Technical	IV
125. Dispatcher, Med. Emer. PS	Beverly Hills P.D.	Technical	IV
126. Skills & Knowledge Modular Trng.	Feather River College	Technical	IV
127. Canine Team Evaluator	Feather River College	Technical	IV
128. Canine Handler Update	Feather River College	Technical	II*
129. Canine Drug Detection Team Upd.	Alpine Co. S.D.	Technical	III
130. Firearms/Sub-Machine Gun, Instr.	San Joaquin Co. S.D.	Technical	IV
131. Dev/Learning Disab-ID & Accomod.	San Joaquin Co. S.D.	Technical	IV
132. Defensive Tactics Instructor	State Center RTF	Technical	II*
133. Fingerprint, Adv.	State Center RTF	Technical	IV
134. Reserve Training Module D	State Center RTF	BC-Reserve Format	N/A
135. LE in Schools	Fresno Co. S.D.	Technical	IV

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
136. Network Communications	Fresno Co. S.D.	Technical	IV
137. Gang Awareness Update	Fresno P.D.	Technical	II*
138. Sexual Assault Inv.	Fresno P.D.	Technical	II*
139. Explosive-Post Blast Inv.	West Hill College	Technical	IV

TOTAL CERTIFIED	<u>114</u>
TOTAL PROPOSITION 115 CERTIFIED	<u>0</u>
TOTAL TELECOURSES CERTIFIED	<u>26</u>
TOTAL IVD/CR-ROM COURSES CERTIFIED	<u>7</u>
TOTAL DECERTIFIED	<u>139</u>
TOTAL MODIFICATIONS	<u>171</u>

4,393 Skills & Knowledge Modules certified as of 7-1-01  
1,087 IVD/CR-ROM courses as of 7-1-01  
464Telecourses as of 7-1-01  
2,730 Other Courses certified as of 7-1-01  
778 Certified Presenters

\*Back-fill approved courses

Cerpt 701.wpd  
7-9-01

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Financial Report - Fourth Quarter 2000-2001		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> Frederick Williams	<b>Researched By</b> Staff
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 7-31-01	<b>Date of Report</b> July 27, 2001
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

This report provides financial information relative to the local assistance budget through June 30, 2001. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 2000-2001 budget to California cities, counties and districts. Please note that due to the high training volume this year, funds available to pay reimbursement claims were fully expended during the month of May. The difference between what was reimbursed to local agencies and what was processed amounts to approximately \$2.8 million, which will be carried over and paid in July.

**COMPARISON OF REVENUE BY MONTH** - This report (**Attachment 1**) identifies monthly revenues which have been transferred to the Peace Officers' Training Fund. Through June 30, 2001, we received \$ 53,566,398. The total is \$1,543,602 less than originally anticipated, and it is \$171,324 less than received for the same period last fiscal year.

**NUMBER OF REIMBURSED TRAINEES BY CATEGORY** - This report (**Attachment 2**) compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 72,597 trainees reimbursed through the fourth quarter represent an increase of 14,260 (24%) compared to the 58,337 trainees reimbursed during the same period last fiscal year.

**REIMBURSEMENT BY COURSE CATEGORY** - These reports (**Attachments 3 & 4**) compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the fourth quarter of \$26,380,328 represent a \$4,987,754 (23%) increase compared to last fiscal year.

**SUMMARY** - At the beginning of this fiscal year, the July reimbursement claims of \$1,053,420 for 2,328 trainees were paid from the previous year's funds. This was done to fully expend the budget allocation for the prior year. During the remaining eleven months, we saw a very high volume of trainee activity. Conversely, anticipated revenue was down significantly. Having exhausted available reimbursement resources in May, it was necessary to carry over reimbursement claims of \$2.8 million (7,500 trainees) for payment in the current fiscal year (2001/02).

Expenditure projections raise concerns as to our ability to manage within our spending authority. The Finance Committee will discuss these projections at its meeting on August 15, 2001.

File: REVENUE

## COMPARISON OF REVENUE BY MONTH

FISCAL YEARS 1999-2000 AND 2000-2001

1999-2000

2000-01

MONTH	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF ***	CUMULATIVE MONTHLY ESTIMATE	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF	OTHER * REVENUE	TOTAL	% OF EST	CUMULATIVE TOTAL	% OF EST
JULY	3,531,568	1,047,896	\$4,509,000	3,546,574	1,028,023	25,351	\$4,599,948	102.02%	\$4,599,948	102.02%
AUGUST	3,089,514	1,242,972	9,018,000	3,085,088	1,241,192	31,072	\$4,357,352	96.64%	8,957,300	99.33%
SEPTEMBER	3,450,636	1,232,194	13,527,000	3,070,728	1,235,414	14,508	\$4,320,650	95.82%	13,277,950	98.16%
OCTOBER	3,095,393	1,245,629	18,036,000	3,125,488	1,257,445	21,358	\$4,404,291	97.68%	17,682,241	98.04%
NOVEMBER	3,019,827	1,209,755	22,545,000	3,323,414	1,337,075	5,215	\$4,665,704	103.48%	22,347,945	99.13%
DECEMBER	2,971,741	1,195,590	27,554,000	2,879,720	1,072,412	1,200,860	\$5,152,992	102.87%	27,500,937	99.81%
JANUARY	2,880,985	1,159,077	32,063,000	2,816,981	1,219,483	22,741	\$4,059,205	90.02%	31,560,142	98.43%
FEBRUARY	2,687,821	1,081,363	36,572,000	2,639,566	1,061,949	15,861	\$3,717,376	82.44%	35,277,518	96.46%
MARCH	3,134,523	1,261,080	41,081,000	3,232,778	1,300,611	24,132	\$4,557,521	101.08%	39,835,039	96.97%
APRIL	2,971,458	1,195,476	45,590,000	2,914,906	1,172,722	24,473	\$4,112,101	91.20%	43,947,140	96.40%
MAY	3,350,816	1,347,759	50,099,000	3,271,779	1,316,301	30,696	\$4,618,776	102.43%	48,565,916	96.94%
JUNE	3,718,511	781,209	55,110,000	3,252,012	757,373	991,097	\$5,000,482	99.79%	53,566,398	97.20%
TOTAL	\$37,902,793	\$14,000,000	\$55,110,000	\$37,159,034	\$14,000,000	\$2,407,364	\$53,566,398	97.20%	\$53,566,398	97.20%

\* - Includes \$194,943 from coroner permit fees (per Ch 990/90)

COMMISSION ON POST  
NUMBER OF REIMBURSED TRAINEES BY CATEGORY

JUNE

COURSE	1999-2000			2000-2001			% of Projection
	Actual Total For Year	Actual July-June	% of Total	Projected Total For Year	Actual June	Actual July-June *	
Basic Course	1,221	1,221	100%	1,500	104	2,932	195%
Dispatchers - Basic	346	346	100%	350	33	364	104%
Advanced Officer Course	1,758	1,758	100%	2,200	252	1,219	55%
Supervisory Course (Mandated)	613	613	100%	650	97	707	109%
Management Course (Mandated)	277	277	100%	315	134	752	239%
Executive Development Course	240	240	100%	350	16	468	134%
Supervisory Seminars & Courses	3,520	3,520	100%	4,500	368	5,103	113%
Management Seminars & Courses	1,886	1,886	100%	2,500	260	2,446	98%
Executive Seminars & Courses	528	528	100%	600	113	668	111%
Tech Skills & Knowledge Course	46,584	46,584	100%	46,500	6,087	56,846	122%
Field Management Training	17	17	100%	50	2	9	18%
Team Building Workshops	661	661	100%	650	0	600	92%
POST Special Seminars	671	671	100%	800	31	463	58%
Approved Courses	15	15	100%	35	3	20	57%
TOTALS	58,337	58,337	100%	61,000	7,500	72,597 *	119%

\* - This is the amount of trainees' claims that were processed. Available funding limited reimbursements to claims for 65,097 trainees. Reimbursement for the remaining 7,500 trainees will be carried over to the new fiscal year.



## COMMISSION ON POST

## REIMBURSEMENT BY COURSE CATEGORY

COURSE	1999-2000		2000-2001	
	Total For Year	Actual July-June	Actual June	Actual July-June *
Basic Course	\$1,605,934	\$1,605,934	\$170,760	\$2,538,581
Dispatchers - Basic	272,930	272,930	42,429	\$364,175
Advanced Officer Course	153,001	153,001	9,855	\$81,476
Supervisory Course (Mandated)	372,694	372,694	84,406	\$521,801
Management Course (Mandated)	322,373	322,373	69,166	\$466,737
Executive Development Course	216,769	216,769	12,091	\$363,707
Supervisory Seminars & Courses	1,553,551	1,553,551	172,683	\$2,125,412
Management Seminars & Courses	696,072	696,072	128,638	\$1,032,295
Executive Seminars & Courses	209,490	209,490	66,944	\$296,958
Tech Skills & Knowledge Course	14,516,498	14,516,498	2,032,215	\$17,837,832
Field Management Training	7,758	7,758	928	\$4,319
Team Building Workshops	354,880	354,880	0	\$338,835
POST Special Seminars	248,963	248,963	9,104	\$160,264
Approved Courses	2,311	2,311	2,021	\$3,999
Training Aids Technology	859,350	859,350	0	\$243,937
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$21,392,574</b>	<b>\$2,801,240</b>	<b>\$26,380,328 *</b>

\* - This is the amount of claims processed. Available funding limited actual reimbursements to \$23,579,088.

COMMISSION ON POST  
SUMMARY OF REIMBURSEMENT EXPENSE CATEGORIES

EXPENSE CATEGORIES	FY 1999-2000 Total	1999-2000 July-June	2001 June	2000-2001 July-June *
Resident Subsistence	\$9,544,242	\$9,544,242	\$1,539,833	\$12,675,812
Commuter Meal Allowance	943,994	943,994	124,420	\$1,184,439
Travel	2,908,681	2,908,681	409,449	\$3,760,276
Tuition	4,005,488	4,005,488	459,771	\$5,028,937
Backfill Salary	3,130,819	3,130,819	267,767	\$3,486,927
Training Technology Assistance	859,350	859,350	0	\$243,937
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$21,392,574</b>	<b>\$2,801,240</b>	<b>\$26,380,328 *</b>

\* - This is the amount of claims processed. Available funding limited actual reimbursements to \$23,579,088.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>NEW AGENCY - Truckee Police Department</b>		Meeting Date August 16, 2001
Bureau Administrative Services Bureau	Reviewed By <i>Frederick Williams</i> Frederick Williams, Chief	Researched By <i>Robert Spurlock</i> Bob Spurlock
Executive Director Approval <i>Kenneth J. Bunn</i>	Date of Approval <i>6-5-01</i>	Date of Report May 24, 2001
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

### ISSUES

The Truckee Police Department is seeking entry into the POST Regular (Reimbursable) Program on behalf of its peace officers.

### BACKGROUND

The provisions of Section 830.1 of the Penal Code permit a City to employ sworn peace officers. The Truckee City Council has submitted the proper documentation supporting POST objectives and regulations.

### ANALYSIS

The Truckee Police Department has two full-time peace officers. Adequate background investigations have been conducted and the agency is complying with POST Regulations.

### RECOMMENDATION

The Commission be advised that the Truckee Police Department be admitted into the POST Regular (Reimbursable) Program consistent with Commission Policy.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>NEW AGENCY - Riverside Community College District Police Department</b>		Meeting Date <b>August 16, 2001</b>
Bureau <b>Administrative Services</b>	Reviewed By <b>Frederick Williams, Chief</b> <i>[Signature]</i>	Researched By <b>Bob Spurlock</b> <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval <b>7-30-01</b>	Date of Report <b>July 25, 2001</b>
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

### ISSUE

The Riverside Community College District Police Department is seeking entry into the POST Regular (Reimbursable) Program on behalf of its peace officers.

### BACKGROUND

The department's officers are appointed pursuant to Section 830.32(a) of the Penal Code. Suitable background and other provisions of the Government Code regarding selection standards have been met.

### ANALYSIS

The police department currently employs 32 peace officers.

Fiscal impact for reimbursement of training will cost approximately \$11,000 per year.

### RECOMMENDATION

The Commission be advised that the Riverside Community College District Police Department has been admitted into the POST Regular (Reimbursable) Program consistent with Commission Policy.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Public Safety Dispatcher Program</b>		Meeting Date <b>August 16, 2001</b>
Bureau <b>Administrative Services Bureau</b>	Reviewed By <b>Frederick Williams, Chief</b> <i>[Signature]</i>	Researched By <b>Bob Spurlock</b> <i>[Signature]</i>
Executive Director Approval <i>[Signature: Kenneth J. O'Brien]</i>	Date of Approval <b>6-26-01</b>	Date of Report <b>May 21, 2001</b>
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Acceptance of agencies into the Public Safety Dispatcher Program.

### BACKGROUND

The agencies shown on the attached list have requested participation in the POST Reimbursable Public Safety Program pursuant to Penal Code Sections 13510(c) and 13525. The agencies have agreed to abide by POST Regulations and have passed ordinances as required by Penal Code Section 13522.

There are currently 366 agencies participating in the program.

### ANALYSIS

All of the agencies presently employ full-time dispatchers. The agencies have established minimum selection and training standards which equal or exceed the standards adopted for the program.

### RECOMMENDATION

The Commission be advised that the subject agencies have been accepted into the POST Reimbursable Public Safety Dispatcher Program consistent with Commission policy.

# NEW AGENCIES IN THE PUBLIC SAFETY DISPATCHER PROGRAM

May 1, 2001 - July 1, 2001

<u>Name</u>	<u>Ord/Res/Letter</u>	<u>Entry Date</u>
Desert Hot Springs Police Department	Ordinance No. 1997-05	5-1-01
San Fernando Police Department	Ordinance No. 1521	5-1-01
Monterey County Emergency Communications	Resolution No. 01-180	6-18-01

14

2

There are currently 366 agencies participating in the program.

6-22-01

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Los Angeles Community College Police Department - Withdrawal from POST Regular (Reimbursable) Program		Meeting Date August 16, 2001
Bureau Administrative Services Bureau	Reviewed By Frederick Williams, Chief	Researched By Bob Spurlock <i>Robert Spurlock</i>
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 6-5-01	Date of Report May 21, 2001
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

### ISSUE

Remove the Los Angeles Community College District Police Department from the POST Regular (Reimbursable) Program.

### BACKGROUND

The Los Angeles Community College Police Department disbanded on January 1, 2001. Documentation from the Los Angeles Community College Office has been received advising POST of the action.

### ANALYSIS

The Los Angeles County Sheriff's Department became the law enforcement agency for the Los Angeles Community College Police Department on January 1, 2001.

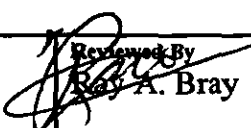
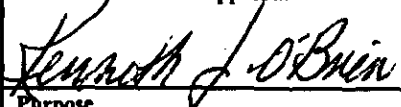
The change will have no impact on the POST budget.

### RECOMMENDATION

The Commission be advised the Los Angeles Community College Police Department been removed from the POST Regular (Reimbursable) Program.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Course Development Guidelines		<b>Meeting Date</b> 8-16-01
<b>Bureau</b> Training Program Services		<b>Reviewed By</b>  Ray A. Bray
<b>Executive/Director Approval</b> 		<b>Researched By</b> Mike Hooper
<b>Date of Approval</b> 7-18-01		<b>Date of Report</b> July 11, 2001
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Should the Commission approve the attached report, entitled *Course Development Guidelines*, for distribution to the presenters of POST courses?

### BACKGROUND

A high priority has been assigned to quality control of POST-certified courses. The theme is the subject of POST Strategic Plan Objective B.4 ("Establish standardized course development guidelines by January 2003"). POST certifies thousands of courses annually, and these courses are developed and offered by hundreds of presenters. Experience has revealed that trainers and presenters vary widely in their course development expertise and in their deliverables. Courses may consist of only a content outline and syllabus. Sometimes absent are detailed lesson plans, instructional materials, or audio-visual materials.

### ANALYSIS

In furtherance of attaining consistency and quality in the process of developing instruction and materials, POST has prepared a *Course Development Guidelines* document (attached). The document expands on the existing guidance in the *POST Internal Manual*, i.e., "Development of Course Curricula" (O-34-1). The draft guidelines document details a development process, Instructional Systems Design (ISD), which has proved highly successful in use by industry, government, and military trainers. The guidelines, while thorough, are intended to be dynamic and easily modified in line with user experience.

*Course Development Guidelines* consists of two parts. Part 1 provides background information, including underlying assumptions, needs, goals, audience, and how and when the guidelines should be used. Part 2 presents the actual guidelines in a checklist form. The guidelines are primarily for developers of courses to be presented by instructors, but many also apply to developing instruction for other delivery systems, such as for individualized study using multimedia (e.g., CD-ROM, web-based instruction, or combinations of both).

### RECOMMENDATION

Approve the *Course Development Guidelines* document for distribution to the presenters of POST courses.



# **Course Development Guidelines**

**June 21, 2001**

**California Commission on Peace Officer Standards and Training**

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# **POST Course Development Guidelines**

## **PART 1 – INTRODUCTION AND BACKGROUND**

### **Introduction**

#### **Purpose and Organization**

The purpose of this document is to expand on the PIM directive, “Development of Course Curricula” (O-34-1). The goal of the guidelines is to provide consistency and quality in the process for developing instruction and in the resulting instructor and student materials.

There are two parts to this document. Part 1 provides background information about the guidelines, including underlying assumptions, need, goals, audience, types of guidelines, and how and when they should be used. Part 2 presents the guidelines themselves. Attachment A provides details of what should be included in a course facilitator’s guide and student’s guide, and Attachment B has an annotated bibliography of selected readings.

#### **Assumptions**

- The guidelines are intended to accommodate different types of learning and different learning theories.
- The guidelines are primarily for developers of courses to be presented by instructors, but many also apply to developing instruction for other delivery systems, such as for individualized study using workbooks or multimedia (e.g., CD-ROM, web-based instruction or combination of web and CD-ROM).
- The guidelines should be dynamic and easy to modify based on experience in using them.
- The guidelines should be concerned with both the process for developing instruction and the resulting instructional materials.
- The guidelines are intended to assist in managing a development project rather than to teach these basic instructional development concepts and principles.
- Instructional development is best undertaken by a team having the necessary skills: subject-matter experts to assist in content development, instructional designer(s) to plan the instruction, and developers to produce the materials. The nature of a particular project should dictate the number and type of individuals required. Developers may include writers, graphic artists, computer authors/programmers, and video producers. The involvement of particular individuals may vary at different phases of a given project, and sometimes a single individual will be able to perform more than one role. Strong project management is critical in order to complete projects on schedule and within budget.

## Background

### Quality Instruction

Before discussing guidelines for developing instruction, it is important to describe some of the characteristics of quality instruction.

The instructor should be a facilitator of learning. A successful instructor will be learner centered. This means that the instructor will have the mind set of helping students learn rather than be focused solely on presenting material. The instructor must be prepared, manage time and disruptions well, be flexible, understand and apply principles of adult learning, show enthusiasm and a positive attitude about the subject, and be able to use a variety of methods and media to assist students in mastering the subject. In short, the instructor must be able to facilitate learning, not just be a presenter of information. Many of these points will be expanded below.

Instruction must be well planned. This means that there is a demonstrated need that training can address and that there are learner-centered goals and objectives directly related to satisfying the need. Careful attention must be given to ensuring that prerequisites have been addressed. An outline of the content to be included is insufficient, for instruction must be carefully planned to achieve the learning objectives. Well-planned instruction will use time efficiently and include only essential material. In addition, there must be some mechanism to demonstrate that learning has occurred, i.e., to show that each student has met the objectives.

Appropriate methods and media must be used. Developers of instruction must apply principles of adult learning in designing learning activities. These activities should provide students with the practice required to master knowledge and skills specified in the objectives. Students must not be tested without having had an opportunity to learn. Moreover, since students' own experiences can be very important in ensuring relevance of the instruction, students should be actively involved in the learning process; such involvement facilitates learning.

No single method or medium is appropriate. Learning activities have to be well suited for the type of learning involved and be motivating. (For more information about types of learning, see the annotation for Gagne's *Conditions of Learning* in the Selected Annotated Bibliography in Attachment B.)

Similarly, it is critical that, as appropriate, well-designed audiovisual materials be provided. Such aids can be simple (e.g., white board and flip charts) or complex (e.g., videos or electronic slides designed especially for a course, resources accessed via the Internet).

The instructor(s) and students must be accountable. Instructors must be accountable for providing high quality instruction. Given appropriate instruction, students must be able to demonstrate that they have attained specific learning objectives and have a positive attitude toward the instruction and the subject.

The physical arrangements must be appropriate. The classroom setting must be conducive to learning (e.g., proper temperature and lighting, absence of distractions, comfortable seating) and be appealing to students. In addition, for certain types of classes, safety must be considered (e.g., defensive tactics, firearms training, driver training).

### **The Need for Course Development Guidelines**

POST has placed high priority on instructor development and on quality control for courses. It is important that there are instructional development guidelines to follow when developing new courses, revising existing ones, developing training for instructors, and evaluating courses. The importance of such guidelines is reflected by an objective in the POST Strategic Plan: "Establish standardized course development guidelines by January 2003." Also, the Organization Study performed for POST (July 1999) emphasized the need for such guidelines.

Quantity and importance of courses. POST certifies over 2,800 stand-alone courses and 20,000 presentations annually. These courses are developed and offered by approximately 800 POST presenters. Several of the courses are developed by POST, such as the Supervisory Course, Management Course, several courses for driver training, all of the telecourses, and the CD-ROM multimedia courses. Numerous courses in the area of instructor development are overseen by POST: the Master Instructor Development Program, Voluntary Basic Course Instructor Certification Program, Institute of Criminal Investigation Instructor, Driving Simulator Instructor, and Force Options Simulator Instructor. In addition, every year the Legislature mandates training that POST must develop and have presented.

Curriculum development at POST. POST often hires special consultants or management fellows to oversee the development of courses; other times full-time POST staff do the development, working with subject matter specialists from the field. The individuals responsible for developing courses may have a training background but not have experience in developing instructional materials. As a result, courses may consist of only a content outline and a syllabus. Sometimes absent are detailed lesson plans, instructional materials for individual and group activities, quizzes, feedback, and audiovisual materials. Also absent may be fully-developed facilitator guides that have detailed lesson plans, activity sheets, pretests, and final quizzes as well as student guides. Without such materials, the quality of training may vary, especially when many instructors have had little, if any, training in how to teach.

### **Users of the Guidelines**

The guidelines are intended for use initially by POST in developing courses in order to ensure consistency in both the development process and in the instructional materials, e.g., lesson plans, objectives, and exercises. Eventually, it is anticipated that the guidelines would also be required for use by anyone developing a POST-certified course.

The guidelines present a different, more rigorous approach for developing courses than is required presently and should probably be applied initially only to those courses that are high priority. These would include courses that are expensive to develop or present, that serve large

numbers of students, or that involve potential high-liability exposure for agencies and POST.

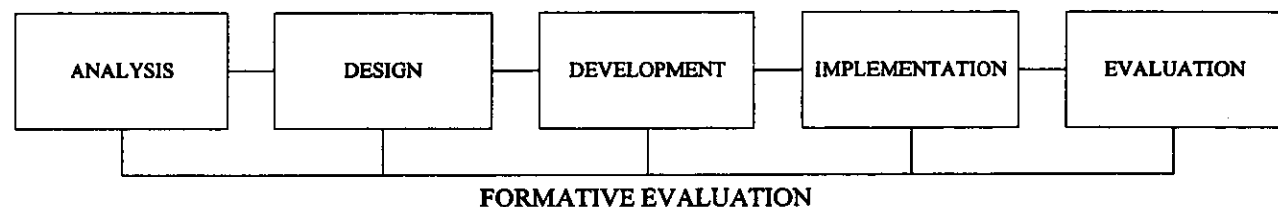
### **Instructional Systems Design (ISD)**

The guidelines in Part 2 are organized according to the standard instructional systems design (ISD) process, which for many years has been used for developing quality instruction in industry, the military, business, and government. The process has five phases -- analysis, design, development, implementation, evaluation -- as shown in Figure 1. Formative evaluation is the process of checking that the output of each phase is consistent with the outputs of other phases and making revisions as appropriate. (For references dealing with details of the ISD process, see the Selected Annotated Bibliography in Attachment B.)

**Figure 1 - Instructional Systems Design Model**

Experience has demonstrated that the ISD process and its associated concepts and principles can be extremely valuable to ensure that investments in instructional development meet identified needs in a cost-effective manner. Experience has also shown that while following the basic ISD process is sound, one must not assume that quality instruction is a result solely of having followed the process. For example, developing learning activities that motivate and engage learners results from having creative course designers and developers.

Learner-centered versus instructor-centered instruction. Using the ISD process ensures that



instruction is developed from the learners' perspectives rather than from the instructor's perspective. The learner-centered instructional designer asks such questions as the following:

- "Have training needs been adequately identified?"
- "What is the performance problem?"
- "What does the learner need to know and do?"
- "What are alternative approaches for facilitating learning?"

One who develops instructor-centered instruction will often ask questions such as these:

- "What is the content to be presented?"

- “How much time is available?”
- “How can I best cover the material?”

The resulting course may be essentially a presentation of information. The assumption is that the students will memorize the information and be able to apply it when back on the job. If there is a test of some kind, it often only involves recall of memorized information. The “instruction” may do little to help students learn concepts and principles or practice solving problems like those encountered on the job.

Different ISD models. There are numerous ISD models. They all follow the basic engineering approach of analysis, design, development, implementation, and evaluation. Different models have variations on these phases, but the models have much more in common than they differ. The POST Course Development Guidelines do not recommend adherence to any particular ISD model other than the basic phases as a framework.

The guidelines assume that someone on the particular development team has experience as a curriculum developer to perform such tasks as assessing needs, writing goals and objectives, determining the types of learning involved, sequencing instruction, developing appropriate learning activities, writing tests, and conducting formative evaluations throughout the development process.

Limitations and flexibility. Good instruction is a result of more than rigidly following a set of ISD procedures. Designing, developing, and implementing quality instruction requires creativity and is as much a craft as a science. It is important that too strict adherence to the process does not interfere with developing a quality product.

While ISD provides a framework for the process of developing instruction, ISD is not an end in itself. Course developers must be creative in the way the process is followed and in devising instructional strategies that work for the given audience. The guidelines, for example, do not prescribe a particular way of writing learning objectives other than specifying measurable outcomes from the student’s perspective. Experienced designers also recognize that there are some limitations to the use of learning objectives. For portions of courses in soft-skill areas, for example, having students engage in a process to deal with personal values and attitudes may meet the learning need. In such a situation, self-evaluation may be appropriate.



## **PART 2 – THE GUIDELINES**

The guidelines are organized into categories that correspond with the general ISD model: analysis, design, development, implementation, and evaluation. Each category has a listing of critical elements, which are the essence of the guidelines. These elements may not be relevant for some projects, and there may be other elements not listed that could be applicable.

Boxes are placed before each element in order to check it off as addressed. Since instructional development is not a linear process, some elements may need to be addressed more than once during the course of a project.

Attachment A presents what should be included in a course facilitator's guide: introductory documentation, lesson plans, and instructor and student materials. There is also a list of the types of materials that should be in a student's guide.

### **Project Committee**

- ☐ Critical stakeholders involved.
- ☐ Members of the target audience involved appropriately at various phases.
- ☐ Appropriate balance among types and sizes of agencies and among instructors and others.

### **Analysis**

#### **Needs Assessment**

- ☐ Origin of the need (e.g., TNAs, gap analysis, legislative mandate, Commission action).
- ☐ Specific performance problems to be solved.
- ☐ Criteria to be used to judge the success of the project.

#### **Alternative Solutions**

- ☐ Possible solutions to the problem(s). Is training the best solution?
- ☐ Could job aids solve the performance problem(s)?
- ☐ Could an electronic performance support system (EPSS) be a solution in lieu of training?

NOTE: If training is a viable solution, then continue.

**Constraints**

- ☐ Special instructor skills/knowledge.
- ☐ Specialized equipment or special facilities.
- ☐ Number of students needing training.
- ☐ Duration of training.
- ☐ Time line for training completion.
- ☐ Cost of developing the instruction, including media production.
- ☐ Cost of presenting the class.
- ☐ Cost for maintaining the course and keeping it current.
- ☐ Availability of subject-matter experts.

**Existing Courses**

- ☐ Previous courses developed in this area by POST or other entities.
- ☐ Availability of commercial, off-the-shelf courses.

**Audience**

- ☐ Existing knowledge, skills, and attitudes of students.
- ☐ Prerequisite(s) for course satisfied?
- ☐ Special characteristics (e.g., education level, years of service, gender, previous learning).
- ☐ Audience's perception(s) of the problem(s).
- ☐ Source of motivation for learning.

**Task Analysis**

- ☐ Tasks (knowledge, skills, attitudes) involved.
- ☐ Competencies required to perform given tasks.

### **Content**

- ☐ Identification of all levels of learning pertinent to the subject (e.g., intellectual skills, information, motor skills, attitudes, cognitive strategies). (See the annotation for Gagne's *Conditions of Learning* in the Selected Annotated Bibliography in Attachment B.)
- ☐ Anticipated frequency of updating.

### **Delivery System(s)**

NOTE: These guidelines are intended for developing classroom instruction. However, it is anticipated in the future, because of the advances in technology, it will be desirable to use integrated delivery systems. For example, a classroom instructor may use the Internet to deliver portions of training to a group or individuals, which may be done in real time (synchronous) or on demand at any time (asynchronous).

- ☐ Appropriate delivery system(s) (e.g., classroom, group or individualized multimedia [via CD-ROM, web, or hybrid of both], videotape and/or audiotape with workbook, stand-alone workbook).
- ☐ Maximum number of students per class.
- ☐ Required preparation (e.g., Internet connection, special equipment, or permits).

### **Goals**

- ☐ Goals of training identified.
- ☐ Goals related directly to needs and problems.

## **Design**

### **Learning Objectives**

- ☐ Learning objectives specific to the needs being addressed.
- ☐ Learning objectives stated from the learner's perspective.
- ☐ Learning outcomes measurable.
- ☐ Conditions for performance realistic but practical.

### **Assessment of Learning**

NOTE: It is recommended that assessment strategies and even actual test items be developed at the same time learning objectives are written since developing assessment items helps to clarify objectives. It is also recommended that a matrix be developed showing the relationships among

the objectives, content, and assessments.

- ☐ How/when learning outcomes to be measured (e.g., paper-and-pencil test or demonstration).
- ☐ Performance criteria.
- ☐ Purpose of pretest, if administered.
- ☐ Congruency of testing with learning activities (i.e., match of practice and testing behaviors).
- ☐ Congruency of tests with the learning objectives.
- ☐ Variety in assessment methods (e.g., projects, written tests).
- ☐ Involvement of students in evaluating their own learning (e.g., check-lists for critical tasks).

#### **Content and Sequencing of Instruction**

- ☐ All necessary content included.
- ☐ Unnecessary content eliminated.
- ☐ Ensure proper sequencing of content (e.g., simple to complex, concepts before rules and problem-solving).

NOTE: Develop a matrix showing the relationships among objectives, content, and assessments.

#### **Learning Activities and Instructional Strategies**

- ☐ Congruency of learning activities with the learning objectives.
- ☐ All of the objectives adequately addressed.
- ☐ Learning activities' adherence to principles of adult learning.
- ☐ Activities designed to account for individual differences in learning.
- ☐ Activities address the needs and attitudes of the learners toward the topics being taught.
- ☐ Activities' appropriateness for levels of learning.
- ☐ Appropriateness of media for presenting material or students' use in completing activities.
- ☐ Availability of printed materials for students.

- ☐ Opportunity for some learning to be on-the-job.
- ☐ Learning activities' capabilities for varying with the needs of a particular group of students.
- ☐ Allowance of the design for self-directed and experiential learning.
- ☐ Opportunities for students to learn from their fellow classmates.
- ☐ Availability of different ways for students to master particular objectives.
- ☐ Learning activities engaging and fun.
- ☐ All activities have appropriate feedback.
- ☐ Process for remediation.

### **Development**

#### **Materials – Print and Audiovisual**

- ☐ Materials checked for content accuracy and clarity.
- ☐ Materials with text checked for correct grammar, punctuation, and spelling.
- ☐ Materials follow standard conventions and guidelines for layout and use of graphics.
- ☐ Audio well scripted and presented clearly on electronic media.
- ☐ Accuracy of depictions of officers' tactics.

#### **Test Items**

- ☐ Standard guidelines followed.
- ☐ Items tested for validity and reliability.

#### **Facilitator's Guide (See Attachment A)**

- ☐ Introductory documentation included.
- ☐ Lessons plans developed following the guidelines.
- ☐ Materials well organized.

#### **Student's Guide (See Attachment A)**

- ☐ All materials in a well-organized binder.

### **Implementation**

- ☐ Instructors taught how to use the facilitator's guide.
- ☐ Nature of ongoing support from POST and the presenter identified.
- ☐ Identification of issues that need to be addressed (e.g., POST certification, contracts).
- ☐ System for monitoring performance of the presenter and instructor(s).
- ☐ Mechanism to review and update materials.
- ☐ Presence of web-based support for students, instructors, and presenters.

### **Formative Evaluation**

Formative evaluation is the process of testing all aspects of the instruction on an ongoing basis to ensure that the final project will function as designed. For developing classroom instruction, there are two phases: (1) review by subject-matter experts to ensure that the content is accurate and addresses all of the objectives, and (2) field or pilot testing to determine what revisions are needed as a result of getting feedback from students and instructors.

#### **Prototype(s)**

As early in the design process as possible, a prototype should be created to show all aspects of the particular course. While this is especially important when developing self-instructional materials (e.g., workbooks, or multimedia instruction), prototypes can be valuable for trying out new types of exercises, models, audiovisual materials, or other learning activities. More than one prototype may be needed.

- ☐ Prototype works as planned.
- ☐ Modifications are required (as specified).

#### **Phase 1 - SME Review**

- ☐ Accuracy and completeness of content.
- ☐ All of the objectives addressed.
- ☐ Feedback and assessment mechanisms in place.

## **Phase 2 - Field or Pilot Testing**

### **From the Students' Perspectives**

- ☐ Clarity of directions.
- ☐ Extent to which each student achieves the learning objectives.
- ☐ Any instructional gaps?
- ☐ Activities' meaningfulness to students.
- ☐ Student interest in the course.
- ☐ Extent of motivation provided by the course.
- ☐ Any exercise or test questions missed consistently?
- ☐ Patterning in comments, either positive or negative.

### **From the Instructor's Perspective**

- ☐ Accuracy of lesson plans.
- ☐ Realistic time frames for each student activity.
- ☐ Any improvements to instructional strategies needed?
- ☐ Availability and functionality of resources.
- ☐ Completeness and organization of the facilitator's guide.

## **Summative Evaluation**

- ☐ Mechanism(s) for determining whether the course is meeting the needs for which developed.
- ☐ Mechanism(s) for determining students' attitudes toward subject matter and instruction.
- ☐ Method for evaluating course in terms of its overall worth versus the cost of development and presentation.
- ☐ Identification of any needed refresher training.

## Facilitator's Guide

Each course should have a facilitator's guide that has all of the material an instructor needs to teach the course, including introductory documentation and lesson plans, instructional materials, and evaluation instruments. One assumption for having a facilitator's guide is that more than one instructor will be teaching the material. Another assumption is that the individuals who develop a course may not be the ones who teach the course.

### Introductory Documentation

There are two purposes for the introductory documentation of the facilitator's guide: First, the background information and data will help the instructor teach the course as designed. Second, the documentation will assist in later maintaining and revising the course.

All of the materials should be written with the assumption that the individuals who initially designed and developed the course may not be available for making future revisions. The documentation should also include references to where to find task analysis instruments and data, formative evaluation instruments and data, and other information or materials used during the analysis, design, development, implementation, and evaluation phases of the project.

Following is a list of documentation that should be included in the introductory documentation section of the facilitator's guide:

- Statement describing the required qualifications for the instructor(s), including such factors as experience in previous teaching and knowledge of the subject area, and instructor training required
- Committee members (subject-matter experts, stakeholders)
- Personnel involved in the development: POST project director and others (e.g., contractors, outside consultants)
- Purpose and goals
- Objectives/content/assessment matrix
- Target audience(s) and key characteristics
- Required prerequisites
- Time required for the course



- Resources and materials
  - Facilities
  - Equipment
  - Personnel
- Special Considerations
  - Safety factors
- POST certification documentation
- Date when course developed and first presented; dates when subsequently revised
- References to documentation used or created during development (e.g., legislative mandates, background documentation, task analysis instruments, evaluation instruments)

### **Lesson Plans and Materials**

This section of the facilitator's guide should include all of the lesson plans, instructional materials, and details that are needed to present the course.

The course should be broken into segments, and a lesson plan provided for each. As a rule of thumb, a single lesson plan should not be for more than four hours of instruction. Depending on the particular course, the number of hours per lesson plan may vary. The lesson plans should be developed so that an instructor who was not involved in the development effort could, with a minimal amount of preparation, be able to teach the class. Each lesson plan should have an advance sheet listing all of the materials needed for that lesson.

### **Lesson Plan Advance Sheet**

- Objectives
- Total time for lesson
- Instructional materials required
- Type of classroom or other facility
- Seating arrangement
- Equipment
- Personnel to assist

### **Lesson Plans**

Each lesson plan should use the format in Figure 2 on the next page and include the following:

- Day/Hours
- Topic
- Objectives
- Instructor Activities and Notes
- Student Activities
- Resources

- Equipment
  - Audiovisual aids
  - Student materials/handouts
  - References
  - Other (e.g., guest lecturer)

Day/ Hours	Topic	Objective	Instructor Activities and Notes	Student Activities	Resources/ Equipment

**Figure 2 - Format for Lesson Plans**

### **Student's Guide**

A binder should be created with all of the materials provided to the student. Many of these materials will also be included in the facilitator's guide or referenced as being in the student's guide. Following is what should be included:

- Introductory information about the purpose, goals, and objectives of the course
- Description of the audience for the course
- Requirements and prerequisites, if any
- Schedule
- Exercise sheets, feedback forms, checklists, and reference materials

**NOTE:** Many of the materials may be distributed when they are needed (e.g., feedback to exercises).

**Annotated Selected Bibliography**

Abell, Millie. "Soldiers as Distance Learners: What Army Trainers Need to Know." Paper presented at the 22<sup>nd</sup> Annual Interservice/Industry Training, Simulation and Education Conference (I/ITSEC), Orlando, FL, November 29, 2000.

The author analyzes the characteristics of Generation X and Y learners and presents the implications of these characteristics for designing effective training. A comprehensive summary of research findings is presented to assist in the design of technology-based distance learning systems.

Braden, Roberts. "The Case for Linear Instructional Design and Development: A Commentary on Models, Challenges, and Myths." *Educational Technology* 36 (March-April 1996): 5-23.

Braden presents the case for following the standard instructional systems design (ISD) approach for designing and developing instruction. He then summarizes alternative approaches that challenge using ISD and refutes the charges of the critics.

Dick, Walter, and Carey, Lou. *The Systematic Design of Instruction*. 4<sup>th</sup> ed. New York: Harper and Collins, 1996.

This practical guide for designing and developing instruction has detailed instructions for performing all aspects of the instructional systems design process. These include identifying instructional goals, conducting an instructional analysis, identifying entry behaviors and learner characteristics, writing performance objectives, developing criterion-referenced tests, developing instructional strategies, developing instructional materials, designing and conducting formative evaluations, revising instructional materials, and conducting summative evaluations.

Fleming, Malcolm, and Levie, Howard. *Instructional Message Design: Principles from the Behavioral Sciences*. 2<sup>nd</sup> ed. Englewood Cliffs, NJ: Educational Technology Publications, 1993.

Scores of practical principles are presented to assist in developing instructional materials. The principles and summaries of the underlying research are organized into four areas: perception, memory, concept learning, and attitude change.

Gagne, Robert. *The Conditions of Learning*. 4<sup>th</sup> ed. New York, NY: Holt, Rinehart and Winston, 1985.

Gagne discusses research on learning that is relevant for instruction and describes the internal and external conditions of learning. The internal conditions are the capabilities acquired as a result of learning. These capabilities are different for the various types of learning, which Gagne organizes into five domains: intellectual skills, information, motor skills, cognitive strategies, and attitudes. In the intellectual skills domain, there are several types of learning that research has demonstrated to be hierarchically related to one another. Instructional designers analyze learning outcomes and develop hierarchies of tasks in order to determine effective ways for sequencing instruction. The external conditions are events of instruction that must occur for learning to take place. The events are applied differently depending on the type of learning involved.

Gagne, Robert; Briggs, Leslie; and Wager, Walter. *Principles of Instructional Design*. 4<sup>th</sup> ed. Fort Worth: Harcourt Brace Jovanovich College Publishers, 1992.

Guidelines and procedures for designing effective instruction are presented. These include performing a learning task analysis, writing performance objectives, creating learning hierarchies, applying events of instruction, selecting media, and assessing student performance. There are also chapters on various instructional delivery systems and on evaluation.

Mager, Robert. *Preparing Instructional Objectives: A Critical Tool in the Development of Effective Instruction*. 3<sup>rd</sup> ed. Atlanta, GA: The Center for Effective Performance, 1997.

Mager's book, which is a classic in the field, provides the rationale for writing performance objectives and gives the reader practice in learning to identify and develop quality objectives. The book is recommended for anyone involved in instructional design and development. The style of writing and the strategies used for teaching the subject are exemplary.

Nicholson, Larry. *Instructor Development Training: A Guide for Security and Law Enforcement*. Boston, MA: Butterworth-Heinemann, 1997.

The author discusses the use of the instructional systems design (ISD) process for designing and developing training for classroom instructors in the security and law enforcement areas. Characteristics of the adult learner are presented as are details for designing, developing, implementing, and evaluating instruction. An appendix has numerous examples dealing with task analysis, needs assessment, lesson planning, and evaluation.



# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WHEREAS, Glen Fine is retiring from POST as Assistant Executive Director in charge of the Administrative Services Division after almost 31 years of distinguished service; and

WHEREAS, Glen previously served in the Monrovia Police Department for eight years achieving the rank of Lieutenant; and

WHEREAS, Glen has given exceptional service for over 30 years as both Deputy Director and Assistant Executive Director; and

WHEREAS, he has facilitated and overseen the establishment of vast advancements in POST's funding, services, and standards; and

WHEREAS, he is recognized as POST's institutional authority on legal, funding, historical and other issues; and

WHEREAS, Glen has been a role model for POST staff in the relentless pursuit of law enforcement professionalism; and

WHEREAS, he will be greatly missed for his sound counsel; now

THEREFORE BE IT RESOLVED, that The Commission commends Glen for his many contributions to POST and California law enforcement; and

BE IT FURTHER RESOLVED, that The Commission further wishes Glen a happy and well deserved retirement.

---

Chairman

---

Executive Director



# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WEREAS, Charles S. Brobeck started his law enforcement career in 1964 as a police officer with the Corte Madera Police Department; and

WHEREAS, Charles S. Brobeck was appointed as a police officer with the San Rafael Police Department in 1967, promoting to the rank of captain; and

WHEREAS, Charles S. Brobeck was appointed Chief of Police for the Novato Police Department in 1986; and

WHEREAS, Charles S. Brobeck was appointed Chief of Police for the Irvine Police Department in 1992, serving until his retirement in 2001; and

WHEREAS, Charles S. Brobeck was awarded his undergraduate and graduate degrees from Golden Gate University; and

WHEREAS, Charles S. Brobeck graduated from the Federal Bureau of Investigation National Academy in Class #162; and

WHEREAS, Charles S. Brobeck contributed to the law enforcement profession by instructing in numerous Commission on Peace Officer Standards and Training (POST) courses; and

WHEREAS, Charles S. Brobeck served as a past Chair of the POST Advisory Committee; and

WHEREAS, Charles S. Brobeck was appointed as a POST Commissioner, serving from July 1997 to January 1999; and

WHEREAS, Charles S. Brobeck currently serves as Chair of the Department of Motor Vehicles Director's Advisory Committee on Employee Crime;

NOW, THEREFORE, BE IT RESOLVED, that the Commission on Peace Officer Standards and Training recognizes and deeply appreciates Chief Brobeck's many contributions to law enforcement and the people of California; and

BE IT FURTHER RESOLVED that the Commission extends best wishes to Charles S. Brobeck and his wife, Karen, for a well-deserved retirement.

---

*Chairman*

---

*Executive Director*



# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WHEREAS, Gary E. Brown has served municipal government with distinction for over forty years;  
and

WHEREAS, Gary E. Brown commenced his law enforcement career in 1960 as a police officer with the Garden Grove Police Department; and

WHEREAS, Gary E. Brown was appointed Chief of Police for the Chowchilla Police Department, serving from 1972 to 1976; and

WHEREAS, Gary E. Brown was appointed Chief of Police for the South Pasadena Police Department, serving from 1976 to 1977; and

WHEREAS, Gary E. Brown was appointed Chief of Police for the San Clemente Police Department, serving from 1977 to 1985; and

WHEREAS, Gary E. Brown joined Ralph Anderson & Associates as Senior Vice-President from 1985 to 1989; and

WHEREAS, Gary E. Brown served the City of Visalia from 1989 to 1992 as Deputy City Manager; and

WHEREAS, Gary E. Brown was appointed Chief of Police for the Ashland Police Department, serving from 1992 to 1997; and

WHEREAS, Gary E. Brown was appointed Chief of Police for the Monterey Police Department, serving from 1997 to his retirement in 2001; and

WHEREAS, Gary E. Brown has instructed in numerous Commission on Peace Officer Standards and Training (POST) courses; and

WHEREAS, Gary E. Brown has numerous outside interests, including cross-country trail rides, western art, and Tom Mix memorabilia; and

WHEREAS, Gary E. Brown is President of the Monterey Cowboy Poetry and Music Festival;

NOW, THEREFORE, BE IT RESOLVED, that the Commission on Peace Officer Standards and Training recognizes and deeply appreciates Chief Brown's many contributions to law enforcement and the people of the California; and

BE IT FURTHER RESOLVED, that the Commission extends best wishes to Chief Brown and his wife, Sherrill, for continued success in retirement and new endeavors.

---

*Chairman*



# *Resolution* OF THE *Commission on Peace Officer Standards and Training*

## STATE OF CALIFORNIA

WHEREAS, Tim Grimmond was appointed as a police cadet in 1964 with the Hermosa Beach Police Department; and

WHEREAS, Tim Grimmond was appointed as a police officer in 1967 with the El Segundo Police Department; and

WHEREAS, Tim Grimmond was promoted to police sergeant in 1970, to police lieutenant in 1979, and police captain in 1983 with the El Segundo Police Department; and

WHEREAS, Tim Grimmond served as commander of the Regional Narcotic Task Force known as WESTNET from 1988 to 1991; and

WHEREAS, Tim Grimmond served as commanding officer of L.A. Impact from 1991-1992; and

WHEREAS, Tim Grimmond served as Director of Economic Development for the City of El Segundo from 1993 to 1994; and

WHEREAS, Tim Grimmond was appointed Chief of Police in 1992 with the El Segundo Police Department; and

WHEREAS, Tim Grimmond was awarded Bachelor's & Master's Degrees from California State University, Long Beach and a Master's Degree from California State Polytechnic University, Pomona; and

WHEREAS, Tim Grimmond has demonstrated a strong commitment to his community through his participation in Little League, the El Segundo YMCA, the El Segundo Kiwanis Club, and served as President of the El Segundo Sister City Committee; and

WHEREAS, Tim Grimmond has served with a number of professional associations, including a term as President of the California Peace Officers Association; and

WHEREAS, Tim Grimmond will be retiring as Chief of the El Segundo Police Department; now

THEREFORE, BE IT RESOLVED, that the Commission on Peace Officer Standards and Training (POST) recognizes and deeply appreciates Chief Grimmond's many contributions to law enforcement and the people of California; and

BE IT FURTHER RESOLVED, that the Commission extends best wishes to Chief Grimmond and his wife, Tammy, for a well-deserved retirement.

*W. F. K. Leude*  
Chairman

*Kenneth J. O'Brien*  
Executive Director

*August 2, 2001*  
Date





# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WHEREAS, Reuben T. Harris has held faculty appointments at the University of California at Berkeley, the Alfred P. Sloan School of Management of the Massachusetts Institute of Technology, the Naval Postgraduate School, and the Management Institute of Scotland; and

WHEREAS, Reuben T. Harris is the co-author of *Organizational Transitions: Managing Complex Change* and has written over 30 academic papers and articles on management topics; and

WHEREAS, Reuben T. Harris served on the original planning committee for the California Law Enforcement Command College and the Command College Advisory Council; and

WHEREAS, he has been a faculty member presenting instruction on managing change since the inception of the Command College in 1984; and

WHEREAS, he was selected as Outstanding Faculty Member by Command College Classes 14, 21 and 22; and

WHEREAS, Reuben T. Harris provided valuable assistance in the initial phases of developing the POST Strategic Plan and facilitating a Team Building workshop for the Management and Executive Team; and

WHEREAS, Reuben T. Harris has announced his retirement; now

BE IT RESOLVED, that the Commission commends Reuben T. Harris for his significant contributions to POST, the Command College program and California law enforcement; and

BE IT FURTHER RESOLVED, that the Commission extends to him best wishes for continued success in his future endeavors.

W. R. K. K. K.  
Chairman

Kenneth J. O'Brien  
Executive Director

July 27, 2001  
Date



# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WHEREAS, Robert B. Barnes is a noted and highly successful business and marketing professional who specializes in technology development for both domestic and international organizations in a wide spectrum of business and industry; and

WHEREAS, Robert B. Barnes regularly instructs and facilitates sessions on the application and management of advanced technology; and

WHEREAS, Robert B. Barnes has provided this expertise as a lead faculty member for many years in the California Law Enforcement Command College; and

WHEREAS, his technology session has evolved from a one hour presentation in 1985 into a half day and eventually a full week of learning; and

WHEREAS, this expertise, skill and knowledge contributed to the effective instruction on future technology issues in the Command College curriculum, focusing on active student participation and adult learning principles; and

WHEREAS, Robert B. Barnes was selected as Outstanding Faculty Member by Command College Classes 23, 24 and 25; and

WHEREAS, Robert B. Barnes has announced his retirement from the Command College faculty; now

BE IT RESOLVED, that the Commission commends Robert B. Barnes for his many contributions to the Command College program and to California law enforcement; and

BE IT FURTHER RESOLVED, that the Commission extends to him best wishes for continued success as a business consultant.

*W. B. Kileud*  
Chairman

*Kenneth J. O'Brien*  
Executive Director

*July 27, 2001*  
Date



# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WHEREAS, Dr. Sue Oliveria has had a lengthy and distinguished career in law enforcement training and services, beginning as an instructor in 1974; and

WHEREAS, her expertise has led her to serve in a wide variety of roles from curriculum subject matter expert, Basic Course and in-service training instructor, to psychological service provider for law enforcement agencies, to academy director; and

WHEREAS, Dr. Oliveria's innovation and commitment to developing an effective, regional training delivery system resulted in the South Bay Regional Public Safety Training Consortium, California's first training consortium; and

WHEREAS, she continually developed curriculum, sought support for and established programs to incorporate victims' rights and victim related issues into law enforcement training; and

WHEREAS, in her position as Executive Director at South Bay Regional Public Safety Training Consortium, Dr. Oliveria worked with the Commission on Peace Officer Standards and Training to ensure POST's mission of continually enhancing the professionalism of California law enforcement in serving its communities; and

WHEREAS, she was the 1999 recipient of the Governor's Award for Excellence in Peace Officer Training; and

THEREFORE BE IT RESOLVED, that the Commission on POST recognizes Dr. Sue Oliveria's valuable contributions to the law enforcement profession and the citizens of California; and

BE IT FURTHER RESOLVED, that the Commission wishes Dr. Oliveria continued success and happiness in retirement.

*W. B. Glendon*  
Chairman

*Kenneth J. O'Brien*  
Executive Director

*7-31-01*

Date



# *Resolution* OF THE *Commission on Peace Officer Standards and Training*

STATE OF CALIFORNIA

WHEREAS, Ron Havner has had a long and successful career in law enforcement and education, beginning as a Napa County Sheriff's Deputy and Sergeant; and

WHEREAS, he served at Napa Valley College as Technical Division Chair and Criminal Justice Training Center Director, creating both the Campus Security Program and the Criminal Justice Training Program, which evolved into a certificate/degree program and related professional programs; and

WHEREAS, he became Associate Vice President responsible for the Criminal Justice Training Center at Evergreen Valley College, where he was instrumental in rewriting curriculum and aligning law enforcement programs to meet regional agency needs; and

WHEREAS, Mr. Havner's vision and persistence in procuring funding and support resulted in California's first training consortium, South Bay Regional Public Safety Training Consortium; and

WHEREAS, his service as Dean of Public Safety Instruction at South Bay Regional Public Safety Consortium saw increases in funding and program presentations, support for law enforcement related legislation, and ensuring that officers receive the highest quality training; and

WHEREAS, Mr. Havner's ongoing working relationship with the Commission on Peace Officer Standards and Training has contributed immeasurably to POST's mission of continually enhancing the professionalism of California law enforcement in serving its communities; and

THEREFORE BE IT RESOLVED, that the Commission on POST recognizes Ron Havner's outstanding service to the law enforcement community and the people of California; and

FURTHER BE IT RESOLVED, that the Commission wishes Mr. Havner continued success and happiness in retirement.

*W. B. H. H. H.*  
Chairman

*Kenneth J. D. D.*  
Executive Director

7-31-01



# *Resolution* OF THE *Commission on Peace Officer Standards and Training* STATE OF CALIFORNIA

WHEREAS, Glen Fine is retiring from POST as Assistant Executive Director in charge of the Administrative Services Division after almost 31 years of distinguished service; and

WHEREAS, Glen previously served in the Monrovia Police Department for eight years achieving the rank of Lieutenant; and

WHEREAS, Glen has given exceptional service for over 30 years as both Deputy Director and Assistant Executive Director; and

WHEREAS, he has facilitated and overseen the establishment of vast advancements in POST's funding, services, and standards; and

WHEREAS, he is recognized as POST's institutional authority on legal, funding, historical and other issues; and

WHEREAS, Glen has been a role model for POST staff in the relentless pursuit of law enforcement professionalism; and

WHEREAS, he will be greatly missed for his sound counsel; now

THEREFORE BE IT RESOLVED, that The Commission commends Glen for his many contributions to POST and California law enforcement; and

BE IT FURTHER RESOLVED, that The Commission further wishes Glen a happy and well deserved retirement.

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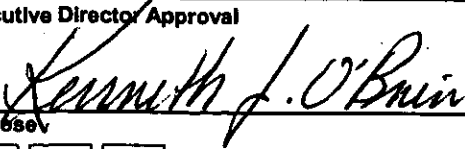
*Chairman*

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*Executive Director*

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Appeal of Sacramento Police Department to Permit Substitution of Previously Approved Equipment to be Purchased for its Regional Skills Training Center.		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Hal Snow	<b>Researched By</b> Ray Bray
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 7-31-01	<input type="checkbox"/> <b>Date of Report</b>
<b>Purpose</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<b>Financial Impact:</b> Yes (See Analysis for details)
<input type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input type="checkbox"/> Status Report
<input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

**BACKGROUND**

At the August 2000 Commission meeting, the Commission approved contracts for each of the 22 Regional Skills Training Centers to purchase training equipment related to the use of force and driving. Included in the authorized equipment was a skid car and a skid car platform, at a cost of \$62,000.

The Sacramento Police Department requested a substitution of the skid car and platform for the purchase of a portable simunition house, at a cost of about \$52,000. The Executive Director denied the request, because the purchase of a simunition house was not approved by the Commission. On July 24, 2001, a letter from the Sacramento Police Department was received (see attached correspondence) requesting an appeal of the Executive Director's decision and an opportunity to address the Commission at its August 16, 2001, meeting.

**ANALYSIS**

The decision of the Executive Director to deny the substitution request was necessary to uphold previous Commission direction. It is believed that the dollar amounts, as well as the express purposes of contracts authorized by the Commission, must be strictly adhered to by staff.

The matter is before the Commission for consideration. It is suggested such consideration include the following:

- Historically, the Commission has avoided funding the purchase of equipment and facilities due to the costs that could be involved. Over time, with availability of funds, the Commission has carefully and selectively funded, for express

- purposes, the purchase of computer-based training equipment, satellite receivers, driver training simulators and force option simulators. Most recently, the Commission utilized approved budget appropriations from its reserves to provide funding for the skid cars and defensive tactics equipment.
- If the Commission authorizes funds for the Sacramento Police Department for purchase of a simunitions house, Commissioners should be mindful that other agencies may follow with similar requests. Actions by the Legislature have taken \$19 million away from the Commission, creating a difficult fiscal situation. Current obligations for funding existing programs threaten to exceed the Commission's budget authorization.

The above considerations compel staff to recommend denial of the Sacramento Police Department's request.

Due to administrative oversight, the Commission's 2000-2001 authorization for funding the Sacramento Police Department was not finally processed and approved by the June 30, 2001 deadline. In the interim, the Commission's financial condition has deteriorated as the result of the 2001-2002 budget. Staff is therefore recommending that the contract with the Sacramento Police Department be reduced by \$62,000 to eliminate the skid car and skid car platform, and instead, fund the remaining original defensive tactics equipment at a cost not to exceed \$17,200. The Sacramento Police Department, based upon the belief it had a valid contract in effect, has already purchased the other miscellaneous authorized equipment at a cost of \$17,200.

#### RECOMMENDATION

If the Commission concurs, the appropriate action would be to deny the appeal of the Sacramento Police Department and instead reauthorize a contract with the Sacramento Police Department in an amount of \$17,200 for the purchase of specified defensive tactics equipment.

*The mission of the Sacramento Police Department is to work in partnership with the Community to protect life and property; solve neighborhood problems, and enhance the quality of life in our City.*



## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



Captain Mary Savage  
Training Division  
Sacramento Police Department  
900-8th Street  
Sacramento, CA 95814

July 16, 2001

Gray Davis  
Governor

Bill Lockyer  
Attorney General

Dear Captain Savage:

Thank you for your letter requesting funds to build a Simunition House in lieu of a skid car and platform. Unfortunately we are unable to grant your request. The Commission's original action in approving this contract was very specific in enumerating what equipment was acceptable. Secondly, the Commission has a long standing policy of not permitting the use of POST funds for buildings or construction projects.

Should you desire to request the Commission to alter its policy, you should direct a letter requesting the alteration to the Chairman of the Commission, Sheriff Bill Kolender, 1601 Alhambra Boulevard, Sacramento, CA 95863.

If you have questions or require additional information, please contact Ray A. Bray Bureau Chief, Training Program Services at (916)227-4892.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken O'Brien".

KEN O'BRIEN  
Executive Director



DEPARTMENT OF  
POLICE

ARTURO VENEGAS, JR.  
CHIEF OF POLICE

CITY OF SACRAMENTO  
CALIFORNIA

July 10, 2001  
TR 01-07-01

900 - 8TH STREET  
SACRAMENTO, CA  
95814-2506

PH 916-264-5121  
FAX 916-448-4620  
E-MAIL  
spdcou@sacpd.org  
www.sacpd.org

Kenneth J. O'Brien, Executive Director  
Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, CA 95816

Subject: Perishable Skills Training Program - Contract # 00-011-44  
*Request for Approval of Equipment Change*

Dear Mr. O'Brien:

The Training Division of the Sacramento Police Department was tasked with the responsibility to assess the training equipment needs for the above listed program contract. The contract listed a "Skid Car Platform and Patrol Vehicle" in the list of equipment authorized for our purchase. As you may be aware, the Sacramento Police Department has partnered with the Sacramento County Sheriff's Department in the development and operation of an Emergency Vehicle Operations Course at Mather Field. This EVOC facility has an actual skid pan on which we train our officers. The facility is governed by a Council appointed by the Sheriff, Chief, City Manager and County Executive. The Council voted not to purchase the skid car platform and vehicle because of the following:

- the EVOC facility has a skid pan on which to train officers
- purchase of the squad vehicle to be placed on the skid car platform would obligate us to an on-going, \$750 per month charge for vehicle maintenance, fuel, and vehicle replacement (price is set by Fleet)
- additional maintenance costs for the skid car platform would be incurred.

The Training Division staff was asked for recommendations of "perishable skills" equipment needed to improve our ability to provide officers with meaningful training. The primary need identified by staff was for firearms training. With the increased turnover in staff due to retirements and subsequent increase in training of new recruits, and with the new POST requirement for 14 hours of perishable skills training every two years, it is very difficult for us to schedule time at local firearms ranges for in-service training.

*The mission of the Sacramento Police Department is to work in partnership with the Community to protect life and property; solve neighborhood problems, and enhance the quality of life in our City.*

July 10, 2001

Letter to Kenneth J. O'Brien

Page 2

The Police Department's F.A.T.S. machines provide some relief, however, procurement of a Simunition shoot-house (tactical firearm's training range), will greatly improve our ability to provide reality-based training to officers. The product we have identified is a 24'x32' structure with moveable walls to alter the interior configuration of the "house." It will allow us to train officers in tactical "live" (Simunition) fire scenarios, actual building approach and search scenarios, as well as confined space arrest and control situations. The cost of the shoot-house and related equipment is \$52,540. (The cost of the skid-car platform and vehicle was in excess of \$62,000). This shoot house will be made available for use in the region as are our driving simulators. We are currently working on the development of a Joint Powers Authority, partnering with the Sacramento Sheriff's Department and the Los Rios Community College District to establish a regional public safety training college.

We respectfully request your permission to substitute the Simunition shoot house and related equipment for the skid car platform and squad car originally identified in the contract. We very much appreciate POST's efforts to assist agencies in providing up-to-date, reality-based training and hope that this substitution is allowed. If I can answer any questions, please do not hesitate to call me at (916) 264-0190. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, reading "Mary A. Savage".

Mary A. Savage, Captain  
Training Division

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Proposed Changes to the Training & Testing Specifications for Peace Officer Basic Courses		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Basic Training Bureau	<b>Reviewed By</b> <i>Forrest G. Lowallen</i>	<b>Researched By</b> Kelly York
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 7-18-01	<b>Date of Report</b> July 11, 2001
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

**ISSUE**

Should the Commission approve, subject to the Notice of Proposed Regulatory Action process, changes to the Training & Testing Specifications for Peace Officer Basic Courses as enumerated in this report?

**BACKGROUND**

As apart of an ongoing review of Regular Basic Course content, POST staff and curriculum consultants (academy instructors and other subject matter experts) thoroughly review learning domain content to determine if revisions are necessary. This process occurs in regularly scheduled workshops during which curriculum and supporting materials for specific domains are updated to reflect emerging training needs, compliance with legislatively mandated subject matter, changes in the law, or to improve student learning and evaluation.

Proposed changes to the training and testing specifications for Learning Domains #2 Criminal Justice System, #5 Introduction to Criminal Law, #12 Controlled Substances, #17 Presentation of Evidence, #19 Vehicle Operations, #21 Patrol Techniques, #25 Domestic Violence, #39 Crimes Against the Justice System and #40 Weapons Violations are the result of these regularly scheduled reviews and impact one or more of the following elements of the domains:

- Learning Need
- Learning Objectives
- Revision Dates

**ANALYSIS**

For the most part, changes to the learning domains were made for clarification of instruction and consistency. Following are summaries of the other changes recommended to these domains. Learning domain training and testing specifications containing complete proposed changes are shown in Attachment A.

• **Learning Domain #2 (Criminal Justice System)**

Proposed modifications add the learning objective, primary purpose and function(s) of federal agencies within the criminal justice system's law enforcement component.

- **Learning Domain #5 (Introduction to Criminal Law)**

Proposed modifications delete two of the three subtopics from the learning objective, three primary sources on which the law is based. The Subject Matter Experts (SMEs) unanimously agreed that the two sources proposed for deletion have no relevance to the basic academy. The SMEs also proposed deletion of the learning objective, concept of corpus delicti, because the topic goes beyond the requirements of the basic academy.

- **Learning Domain #19 (Vehicle Operations)**

Proposed modifications include deleting a learning need because the associated learning objectives were moved to other learning needs within the learning domain, as suggested by the SMEs. Straight line braking and extended release braking were deleted to clarify existing techniques being used in the academy.

- **Learning Domain #25 (Domestic Violence)**

Proposed modifications reflect a complete revision of the domain based upon multiple law changes and to reflect current legal procedures.

- **Learning Domain #40 Weapons Violations**

Proposed modifications delete the learning objectives, firearm defined and possession of a firearm by a person subject to a temporary restraining order in order to reflect changes in the law and legal processes.

The proposed revisions are recommended by staff and curriculum consultants to update and further refine the existing language of the training and testing specifications. All proposed changes have been reviewed and endorsed by the Consortium of Academy Directors and Coordinators. An amendment to Regulation 1005 (Attachment B) will be necessary to identify the date that the training and testing specification document was amended.

If the Commission concurs, it is proposed that Regulation 1005 and the document, *Training and Testing Specifications for Peace Officer Basic Courses*, be amended pursuant to the Notice of Proposed Regulatory Action process. If no one requests a public hearing, the amendments would become effective January 1, 2002.

## **RECOMMENDATION**

It is recommended that the Commission, subject to the results of the Notice of Proposed Regulatory Action, approve the amendments to Regulation 1005 and the document, *Training and Testing Specifications for Peace Officer Basic Courses*, as described.

**PROPOSED**  
**Training & Testing Specification Changes**

**CONTENT AND MINIMUM HOURLY REQUIREMENTS  
FOR THE REGULAR BASIC COURSE (RBC)**

<b>DOMAIN NUMBER</b>	<b>DOMAIN DESCRIPTION</b>	<b>MINIMUM HOURS</b>
01	History, Professionalism & Ethics	8 hours
02	Criminal Justice System	4 hours
03	Community Relations	12 hours
04	Victimology/Crisis Intervention	6 hours
05	Introduction to Criminal Law	6 hours
06	Property Crimes	10 hours
07	Crimes Against Persons	10 hours
08	General Criminal Statutes	4 hours
09	Crimes Against Children	6 hours
10	Sex Crimes	6 hours
11	Juvenile Law and Procedures	6 hours
12	Controlled Substances	12 hours
13	ABC Law	4 hours
15	Law of Arrest	12 hours
16	Search and Seizure	12 hours
17	Presentation of Evidence	8 hours
18	Investigative Report Writing	40 hours
19	Vehicle Operations	24 hours
20	Use of Force	12 hours
21	Patrol Techniques	12 hours
22	Vehicle Pullovers	14 hours
23	Crimes in Progress	16 hours
24	Handling Disputes/Crowd Control	12 hours
25	Domestic Violence	8 hours
26	Unusual Occurrences	4 hours
27	Missing Persons	4 hours
28	Traffic Enforcement	22 hours
29	Traffic Accident Investigation	12 hours
30	Preliminary Investigation	42 hours
31	Custody	4 hours
32	Lifetime Fitness	40 hours
33	Arrest and Control/Baton	60 hours
34	First Aid & CPR	21 hours
35	Firearms/Chemical Agents	72 hours
36	Information Systems	4 hours
37	Persons with Disabilities	6 hours
38	Gang Awareness	8 hours
39	Crimes Against the Justice System	4 hours
40	Weapons Violations	4 hours
41	Hazardous Materials Awareness	4 hours
42	Cultural Awareness Diversity/Discrimination	24 hours
Minimum Instructional Hours		599 hours

The minimum number of hours allocated to testing in the Regular Basic Course are shown below.<sup>1</sup>

<b>TEST TYPE</b>	<b>HOURS</b>
Scenario Tests	40 hours
POST-Constructed Knowledge Tests	25 hours
Total Minimum Required Hours	664 hours

<sup>1</sup> Time required for exercise testing, instructional activities, and physical abilities testing is included in instructional time.

January 1, 2001 January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X			X	X
X X X X X X	X X X X X X				X X X X X X
X	X				X
X	X				X

Peace officers must be aware of the constitutional rights of all individuals within the United States, regardless of citizenship, and the role of the criminal justice system protecting those rights.

- A.** Freedoms and rights afforded to individuals under the U.S. Constitution, the Bill of Rights, and later amendments
- B.** U.S. Constitution amendments related to the actions and conduct of peace officers. to include:

1. **First Amendment**
2. **Fourth Amendment**
3. **Fifth Amendment**
4. **Sixth Amendment**
5. **Eighth Amendment**
6. **Fourteenth Amendment**

- C. Three components of the criminal justice system**
- D. Major goals of the criminal justice system**

## LEARNING NEED

Peace officers must realize that law enforcement is not the function of police and sheriff agencies alone. There are many other federal, state, and local agencies that make up the law enforcement component of the criminal justice system.







RBC	Other Basic Courses				
	832	III	II	I	SIBC
	X				
		X			
4	2	2			4

- B. The PC 832 Powers of Arrest test will include learning objectives in Domain #2
- C. A POST-constructed comprehensive test for the Level III Module will include learning objectives in Domain #2

#### VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

#### VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on the criminal justice system.

#### VIII. ORIGINATION DATE

January 1, 2001

#### IX. REVISION DATE

None January 1, 2002

# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #5 INTRODUCTION TO CRIMINAL LAW

~~January 1, 2001~~ January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
	X * * *				X * * *
	X * * *				X * * *

## I. LEARNING NEED

Peace officers must understand the origins upon which current law is based to fully understand the role of law enforcement in today's society.

## LEARNING OBJECTIVES

- A. Three primary sources on which the law is based, including: Relationship between the

1. ~~Concept of a social contract~~
2. ~~English common law~~
3. ~~U.S. and California Constitutions~~

- B. Sources of the law Relationship among:**

1. Constitutional law
2. Statutory law
3. Case law

## II. LEARNING NEED

**Peace officers must understand the nuances of the written law in order to correctly interpret the law.**

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
X	X				X
*		*			*
X	X				X
X	X				X
X	X				X
X		X			X
X		X			X
X		X			X
X		X			X

### III.

#### LEARNING OBJECTIVES

A. *Letter of the law*

B. *Spirit of the law*

C. Criminal and civil law

D. Substantive law

E. Procedural law

#### LEARNING NEED

In order to enforce the law, peace officers must have a clear understanding of what constitutes a crime and the information that is required to demonstrate that a crime has taken place.

#### LEARNING OBJECTIVES

A. Statutory definition of crime

B. Possible punishments for criminal activity

C. Persons liable for punishment under the laws of California

~~D. Concept of corpus delicti~~

~~ED~~ Basic elements common to all crimes

~~FE~~ Basic elements required of an attempt to commit a crime

~~GE~~ Types of criminal intent:

1. General intent
2. Specific intent
3. Transferred intent

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X				X
X X X X	X X X X				X X X X
X	X				X
X	X				X
X					
X		X			X
X					X
	X				
		X			

#### IV. LEARNING NEED

HQ. Criminal intent vs. criminal negligence

In order to arrest a suspect, peace officers must be able to determine what type of crime has been committed, who was involved in the commission of the crime, and who cannot be criminally liable.

#### LEARNING OBJECTIVES

##### A. Three classes of crime

1. Felony
2. Misdemeanor
3. Infraction

##### B. Parties to a crime

1. Principals
2. Accessories
3. Accomplices

##### C. Categories of persons considered legally incapable of committing a crime

##### D. Defenses against criminal liability

##### E. Entrapment and officer actions that can lead to entrapment being used as a legal defense against criminal liability

#### V. REQUIRED TESTS

- A. The POST-constructed knowledge tests on the learning objectives in Domain #5
- B. The PC 832 Powers of Arrest test will include learning objectives in Domain #5
- C. A POST-constructed comprehensive test for the Level III Module will include learning objectives in Domain #5

RBC	Other Basic Courses			
	832	III	II	I
6	5	1		6

# VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

# VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on introduction to criminal law.

# VIII. ORIGINATION DATE

January 1, 2001

# IX. REVISION DATE

~~None~~ January 1, 2002

## TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #12 CONTROLLED SUBSTANCES

January 1, 2001 January 1, 2002

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace-officers, which requires the ability to recall the elements of the crime and identify the responsible parties.

## LEARNING OBJECTIVES

- A. Crime elements, classification and appropriate code section(s) of the following crimes:
1. Possession of a controlled substance
  2. Possession of a controlled substance for sale
  3. Transporting/selling/furnishing, etc. a controlled substance
  4. Possession of drug paraphernalia
  5. Being present where a controlled substance is used
  6. Being under the influence of a controlled substance
  7. Cultivating or harvesting marijuana
  8. Manufacturing a controlled substance
  9. Possession of precursor chemicals for manufacturing
  10. False representation to procure a drug

## LEARNING NEED

Peace officers need to know how the body's various subsystems function and how controlled substances can affect normal behavior, involuntary physical performance, and other reactions. This information assists the officer in determining which controlled substance is influencing a person's conduct.

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X X X X X X				X X X X X X X X X X	X X X X X X X X X X



RBC	Other Basic Courses				
	832	III	II	I	SIBC
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
12				12	12

4. Marijuana
5. Alcohol
6. Depressants
7. Inhalants
8. Phencyclidine (PCP)

#### IV. LEARNING NEED

Peace officers need to be able to detect the existence of an illegal manufacturing site for controlled substances based on observations, and upon discovery, take the appropriate actions. They need to know how to protect themselves and the public from the potential problems associated with a clandestine laboratory.

#### LEARNING OBJECTIVES

- A. Inherent dangers of clandestine laboratories
- B. Characteristics of a clandestine laboratory
- C. Required safety precautions when securing a clandestine laboratory

#### V. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #12.

#### VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

#### VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on controlled substances.

#### VIII. ORIGINATION DATE

January 1, 2001

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X

### LEARNING OBJECTIVES

- A. Characteristics of a human body in a homeostatic state
- B. Two nerve categories
- C. Effects of controlled substances on the body

### LEARNING NEED

In order for peace officers to develop a reasonable belief that a person possesses a controlled substance, they must be able to recognize what drug category the person may be in possession of. This can be determined by its physical characteristics, packaging, as well as the symptoms of the user.

### LEARNING OBJECTIVES

- A. Classifications of controlled substances that affect the body
- B. Category, common name(s), symptoms, physical properties and packaging of the following controlled substances:

1. Stimulants
2. Hallucinogens
3. Opiates
4. Marijuana
5. Alcohol
6. Depressants
7. Inhalants
8. Phencyclidine (PCP)

- C. How the following substances are introduced into the body and general indicators of use:

1. Stimulants
2. Hallucinogens
3. Opiates

# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #17 PRESENTATION OF EVIDENCE

January 1, 2001 to January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X

## I. LEARNING NEED

Peace officers need a basic knowledge of the role that evidence plays in a criminal trial and of their own role in prosecuting a case through lawful collection of evidence.

## LEARNING OBJECTIVES

- A. Purpose of offering evidence
- B. Evidence vs. proof
- C. Four major types of physical evidence
- D. Direct and circumstantial evidence

## II.

## LEARNING NEED

Peace officers must be familiar with the criteria for admitting and excluding evidence to ensure that evidence is identified, collected, and tracked in an appropriate manner so that it will be accepted in court.

## LEARNING OBJECTIVES

- A. Purpose for the rules of evidence
- B. Criteria for admitting evidence
- C. Circumstances which may cause evidence to be excluded
- D. Peace officer's role in ensuring the admissibility of evidence

RBC	Other Basic Courses				
	832	III	II	I	SIBC

IX. REVISION DATE  
None January 1, 2002

[illegible]

## VIII. REVISION DATE

None January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X					X
	X				
			X		
8	2		6		8

E. Role of subpoenas in obtaining legal evidence

### III. LEARNING NEED

Peace officers need to take thorough and reliable witness reports in order for a judge to consider admitting hearsay evidence.

### LEARNING OBJECTIVES

- A. Hearsay rule
- B. Requirements and exceptions for admitting hearsay evidence for:

1. Spontaneous statements
2. Admissions and confessions
3. Dying declarations
4. Records and officer testimony

### IV. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #17
- B. The PC 832 Powers of Arrest test will include learning objectives in Domain #17
- C. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #17

### V. REQUIRED INSTRUCTIONAL ACTIVITIES

None

### VI. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on presentation of evidence.

### VII. ORIGINATION DATE

January 1, 2001

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	

BJ. Potential hazards of the varied weather environmental conditions that may be encountered when operating a law enforcement vehicle

DK. Peace officer's responsibilities for the care and maintenance of pool law enforcement vehicles

EL. Recommended requirements for a preoperational vehicle inspection

## II. LEARNING NEED

Peace officers must recognize and understand basic defensive driving principles and techniques in order to develop safe driving habits to reduce the number of law enforcement vehicle collisions.

## LEARNING OBJECTIVES

FA. Method for determining a safe distance a law enforcement vehicle's should have when following another vehicle to allow for an appropriate front space cushion when following another vehicle

GB. Affect of speed on a driver's peripheral vision

HC. Reaction time lapse and the distance the average driver would travel in this time period

JD. Reaction time lapse affects on vehicle stopping distance

GE. Potential hazards of entering intersections and appropriate actions to prevent collisions when driving a law enforcement vehicle

HF. Potential hazards of freeway driving and appropriate actions to prevent collisions when driving on a freeway

HG. Potential hazards of operating a vehicle in reverse and appropriate actions to prevent collisions when backing on a roadway

## III. LEARNING NEED

Peace officers must recognize that vehicle operating situations vary considerably depending on the time of year, geographical area, weather conditions, and other circumstances in order to anticipate potential hazards and drive defensively.

# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #19 VEHICLE OPERATIONS

January 1, 2001 January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	

## I. LEARNING NEED

Peace officers need to recognize that the majority of collisions involving law enforcement vehicles are caused by human error and are preventable; and that officers and their agencies can be held liable for any acts of negligence or willful misconduct involving their vehicles. understand the components of defensive driving, factors that impact the safe driving of a vehicle, the importance of good training, and the types of collisions involving law enforcement vehicles.

## LEARNING OBJECTIVES

- A. Primary components for defensive driving
- B. Importance of initial and ongoing training in the effort to reduce the number and severity of collisions involving law enforcement vehicles
- C. Importance and proper use of safety belts and other occupant restraint devices in a law enforcement vehicle
- D. Routine driving movements that most frequently contribute to collisions involving law enforcement vehicles
- E. Types of collisions involving law enforcement vehicles
- F. Contributing factors that can impact an officer's ability to operate a law enforcement vehicle safely
- G. Physiological factors that may have an effect on an officer's driving
- H. Attitudes and emotions that can significantly influence an officer's thinking and actions while operating a law enforcement vehicle
- I. Potential hazards of the varied road conditions that may be encountered when operating a law enforcement vehicle



[illegible]

**CL. Differences and causes of the following types of vehicle skids:**

1. Understeer skid
2. Oversteer skid
3. Locked-wheel skid
4. Acceleration skid

### **ĐK. Cause and contributing factors of vehicle hydroplaning**

### **FL. Causes for vehicle oversteer and understeer**

## LEARNING NEED

**Law enforcement officers must recognize that emergency response (Code 3) driving demands a high level of concentration and instant reactions on the part of the driver. This type of driving requires ongoing training and planning to ensure the safety of the officers and the public.**

## LEARNING OBJECTIVES

**EA.** Types of law enforcement driving and the purpose for each

**FB.** Statutory conditions exempting peace officers from certain rules of the road when operating law enforcement vehicles in the line of duty

### 6C. Impact of case decisions on the operation of law enforcement vehicles in emergency response and pursuit driving conditions

#### **A.D. Objectives of emergency response driving**

### **BE. Importance of agency specific policies and guidelines regarding emergency response driving**

**EE.** Statutory responsibilities of nonlaw enforcement vehicle drivers when driving in the presence of emergency vehicles acting under emergency response conditions

**DC.** Emergency warning devices available on law enforcement vehicles

RBC	Other Basic Courses			
	832	III	II	I
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X
X		X		X

## LEARNING OBJECTIVES

### LEARNING NEED

The law enforcement driver must be proficient in the actual operation of the vehicle, and knowledgeable about the dynamic forces at work. Proper application of steering control, throttle control, speed judgment, and brakes enhances the driving expertise of the individual officer, and will reduce the number of traffic collisions involving law enforcement personnel.

### LEARNING OBJECTIVES

- A. Longitudinal and lateral weight transfer
- B. Spring loading as it relates to a vehicle weight transfer
- C. Proper techniques for two-handed shuffle steering
- D. Centrifugal force affects on vehicle operation
- E. Factors that can affect the acceleration and deceleration of a vehicle
- ~~H~~F. Roadway position and the three essential reference points of a turning maneuver
- ~~M~~G. Primary effects speed has on a vehicle in a turning maneuver
- ~~H~~I. Differences between the following methods of braking:
  1. Threshold braking
  2. ~~S~~traight line braking
  3. ~~E~~xtended release braking

~~K~~L. ABS vs. other brake systems commonly used in law enforcement vehicles

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X	X X X			X X X	
X				X	
X				X	
X		X		X	
X				X	
X				X	
X		X		X	
X X X		X X X		X X X	
X		X		X	
X X X X X X		X X X X X X		X X X X X X	

## VII. REQUIRED TESTS

- C. Issues officers should consider in a balance test before initiating a vehicle pursuit, including:
    - 1. Conditions of the vehicle, driver, roadway, weather and traffic
    - 2. Hazards to uninvolved bystanders or motorists
    - 3. Balancing the risk to officer/public safety against the need to apprehend
  - D. Responsibilities of the primary unit and supervisor in managing a vehicle pursuit
  - E. Factors that should be considered before employing any authorized offensive intervention tactic
  - F. Conditions that could lead to the decision to terminate a vehicle pursuit
  - G. Role of agency policy and guidelines governing interjurisdictional vehicle pursuits
- ### REQUIRED TESTS
- A. The POST-constructed knowledge test on the learning objectives in Domain #19.
  - B. Given an exercise test that requires the student to drive a law enforcement vehicle, the student will demonstrate the ability to accurately steer the vehicle including:
    - 1. Proper hand position
    - 2. Inputting steering in a timely and smooth manner
    - 3. Maintaining control of the vehicle
  - C. Given an exercise test that requires the student to drive a law enforcement vehicle, the student will demonstrate the ability to accurately steer the vehicle in reverse including maintaining:

1. Seating position
2. Steering control
3. Minimal front end swing
4. Speed control
5. Visual awareness of obstacles
6. Smoothness and coordination

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X		X		X	
X		X		X	
X		X		X	
X		X		X	
X		X		X	

**FH. Factors that can limit the effectiveness of a vehicle's emergency warning devices**

# Siren syndrome and its affects on law enforcement officers in emergency response and pursuit driving conditions

## 6J. Guidelines for entering a controlled intersection (with the signal and against the signal) when driving under emergency response conditions.

### HK. Use of communications equipment

## VI. LEARNING NEED

All officers who operate law enforcement emergency vehicles must recognize that even though the purpose of pursuit driving is the apprehension of a suspect who is using a vehicle to flee, the vehicle pursuit is never more important than the safety of officers and the public.

## LEARNING OBJECTIVES

**A. How vehicle pursuit situations can be more dangerous to officers and the general public than emergency response driving situations**

**B. Legislative intent of Penal Code section 13519.8, including:**

1. When to initiate a pursuit
2. The number of involved law enforcement units permitted
3. Pursuit driving tactics to include
  - a. Safety considerations
  - b. Legal considerations
  - c. Vehicle control considerations
  - d. Use of communications equipment
4. Helicopter assistance
5. Communications
6. Capture of suspects
7. Supervisory responsibilities
8. Speed limits
9. Reporting and postpursuit analysis

RBC	Other Basic Courses			
	832	III	II	I
X	X			X
X X X X X X X X X X X				X X X X X X X X X X
X				X X X X
X				X X X X X X

- G. Given an exercise test that requires the student to drive a law enforcement vehicle, the student will demonstrate the ability to safely drive and control the vehicle while operating under pursuit conditions including proper:

1. Brake application
2. Steering control
3. Use of throttle
4. Roadway position
5. Speed judgment
6. Use of radio
7. Use of lights and siren
8. Performance under stress
9. Hazard awareness
10. Space cushion

- H. Given an exercise test that requires the student to drive a law enforcement vehicle, the student will demonstrate proper vehicle acceleration methods including:

1. Maximum acceleration
2. Maximum throttle
3. Full throttle

- I. Given an exercise test that requires the student to drive a law enforcement vehicle, the student will demonstrate a collision avoidance technique including:

1. Identifying the hazard
2. Selecting avoidance options
3. Making speed judgments (target speed)
4. Executing a maneuver to avoid a collision
5. Maintaining control of the vehicle



Other Basic Courses					
RBC	832	III	II	I	SIBC
		8		24	

# IX HOURS HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on vehicle operations. This instruction is designed to satisfy the requirements for law enforcement high-speed vehicle pursuit training as required in Penal Code section 13519.8.

## IX. ORIGINATION DATE

January 1, 2001

## XI. REVISION DATE

None

January 1, 2002





RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X				X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	

D. Appropriate actions for peace officers who are conducting security checks of:

1. Businesses/structures in high risk areas
2. Persons who may be involved in suspicious activities

E. Factors to consider when selecting target areas for directed enforcement

F. Roles and responsibilities of the contact and cover officer

G. Appropriate actions officers should take to maintain their own safety and the safety of others while on patrol

## II. LEARNING NEED

To maintain flexibility and effectiveness, peace officers need to be knowledgeable regarding the basic tactics and procedures associated with any of the methods of patrol for which they may be assigned.

## LEARNING OBJECTIVES

A. Advantages and disadvantages of the different methods of patrol

B. Criteria for selecting a patrol method to include:

1. Officer and public safety hazards
2. Population distribution
3. Need for directed enforcement
4. Crime activity
5. Geography/topography
6. Locations/situations that require frequent checks (e.g., likelihood of a breach of the peace, anticipation of a criminal act or a hazard to public safety)

C. Patrol officer responsibilities when preparing for each patrol assignment to include:

1. Checking all personal equipment
2. Acquiring any necessary information and materials/supplies
3. Inspecting each piece of equipment issued at beginning of shift

## TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #21 PATROL TECHNIQUES

~~January 1, 2001~~ January 1, 2002

## LEARNING NEED

**In order to fulfill their duties of public protection and service safely and effectively, peace officers must be able to develop appropriate law enforcement patrol strategies under a wide variety of circumstances and conditions.**

## LEARNING OBJECTIVES

- A. Patrol strategies that officers may employ to provide protection and service within their assigned areas of patrol to include:
  1. Preventative
  2. Apprehension Directed enforcement
- B. Considerations for selecting a patrol strategy
- C. Factors that can affect a patrol officer's perception skills to include:
  1. Past experience
  2. Maturity
  3. Mental and physical condition
  4. Emotional involvement
  5. Environmental conditions
  6. Education/training
  7. Cultural/ethnic factors
  8. Personal prejudice and bias

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X			X X	X X	
X			X	X	
X X X X X X X X			X X X X X X X X	X X X X X X X X	

RBC	Other Basic Courses			
	832	III	II	I
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
X				X
12			4	12

4. Stopping at a safe and effective distance using the patrol vehicle or other available cover and concealment while directing the suspect to stop
5. Using clear and direct verbal commands throughout the detention
6. Taking a proper position and stance while talking to the suspect

#### IV. REQUIRED INSTRUCTIONAL ACTIVITIES

- A. Participation in an instructional activity that reinforces the student's ability to observe an event and after a short delay, describe, either verbally or in writing, the nature of the event and any pertinent observations made including:
  1. The nature of the event (what appears to have occurred)
  2. Physical descriptions of persons involved, if applicable
  3. Statements made by the involved parties, if any
  4. Any differences in perception among the students who observed the incident
- B. Participation in an instructional activity that reinforces the student's ability to initiate a radio broadcast using proper procedures and techniques of radio communications which minimally include:

1. Type of incident and location
2. Number of suspects with complete known description
3. Description of loss, if any
4. Weapon(s) used
5. Time, direction of flight, and vehicle description

#### V. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on patrol techniques.

#### VI. ORIGINATION DATE

January 1, 2001

#### VII. REVISION DATE

~~None~~ January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X * * *				X * * *	
X X X X				X X X X	
X			X	X	
X			X	X	
X			X	X	
X				X	
X			X	X	
X				X	
X X X				X X X	

### III.

## REQUIRED TESTS

- A. A scenario test that requires the student to use a patrol vehicle to safely approach pedestrian suspect(s). The student shall demonstrate safe and effective tactics for approaching pedestrian suspects while utilizing a patrol vehicle to include:
1. Notifying dispatch of the location of the contact with the suspect and demonstrating proper radio procedures
  2. Making the approach from the rear and on the same side of the street the suspect is on (making a U-turn if necessary)
  3. Consistently keeping the suspect in view during the approach

- D. Advantages of Planning movements through assigned areas of patrol to include:**

- ~~1. Double back~~
- ~~2. Random~~
- ~~3. Circular~~

- ### E. Considerations and general guidelines for:

1. Selecting a traffic lane
2. Determining appropriate speed
3. Patrol vehicle placement
4. Avoiding silhouetting and telltale noise

- #### F. Proper procedures for transmitting and receiving a radio communication

- G. Information an officer should include when generating a crime broadcast**

- ## H. Safe and effective tactics for approaching and detaining a pedestrian suspect

- I. Appropriate actions when encountering a plainclothes/undercover officer while on patrol

- ### I. Safe and effective tactics for initiating a foot pursuit of a fleeing suspect



## TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #25 DOMESTIC VIOLENCE

~~January 1, 2001~~ January 1, 2002

Other Basic Courses				
832	III	II	I	SIBC
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
*			*	*
X			X	X
X			X	X

## LEARNING NEED

To effectively carry out their responsibilities, peace officers need a basic knowledge of domestic violence laws, problems, legal definitions, and terminology and applicable Penal Code sections as well as an understanding of how to classify the crimes committed that may lead to arrests.

## LEARNING OBJECTIVES

- ~~A. An overview of the domestic violence problem in California including local statistics~~
- ~~B. The historical background of domestic violence laws including the legislative intent~~
- ~~C. Domestic violence legal definitions and terminology to include:~~
- ~~1. Domestic violence~~
  - ~~2. Abuse~~
  - ~~3. Cohabitant~~
  - ~~4. Family violence~~
  - ~~5. Primary aggressor~~
- ~~D. The nature and extent of domestic violence~~
- ~~E. Legal duties imposed on peace officers to make arrests and offer protection and assistance including guidelines for making arrests~~
- Penal Code section 13700 definition of domestic violence
- Penal Code section 12028.5 definition of domestic violence

Other Basic Courses					
832	III	II	I	SIBC	
*			*	*	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
*			*	*	
*			*	*	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	
X			X	X	

## LEARNING OBJECTIVES

A. Verification and enforcement of temporary restraining orders whether the suspect is present or has fled

B. Types, verification and enforcement of restraining/protective of court orders to include:

1. Criminal protective/stay-away orders
2. Emergency protective orders
3. Domestic violence restraining orders
4. Civil protective orders by employers

C. The Domestic Violence Restraining Order System (DVROS)

B. Verification of a restraining order

C. Purpose for obtaining an Emergency Protective Order

D. Enforcement of a court order

## LEARNING NEED

A comprehensive investigation includes the collection of evidence and the documentation of events, resulting in a detailed report of the domestic violence incident and investigative action.

## LEARNING OBJECTIVES

A. Documentation, report writing and evidence collection

A. Information that needs to be documented in a report

B. Items that need to be collected as evidence

C. How the peace officer can provide support for the victim

## REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives in Domain #25

RBC	Other Basic Courses				
	832	III	II	I	SBC
*				*	*
*				*	*
*				*	*
*				*	*
*				*	*
*				*	*
*				*	*
X				X	X
X				X	X
X				X	X
X				X	X
X				X	X

### III. LEARNING NEED

When peace officers respond to a domestic violence call, it is essential that they proceed cautiously in handling the situation to ensure the protection of all people involved.

#### LEARNING OBJECTIVES

- ~~A. The provisions of Penal Code section 13700 et. seq. and 13519 which relate to domestic violence response~~
- ~~B. Techniques for handling domestic violence incidents that minimize the likelihood of injury to the officer and promote the safety of the victim~~
- ~~C. Arrest by a private person in a domestic violence situation~~
- ~~D. Tenancy issues and domestic violence~~
- ~~E. The use and applications of criminal statutes in domestic violence incidents~~
- ~~F. The seizure of firearms and deadly weapons in domestic violence incidents~~
- ~~G. Cite and release policies~~
- ~~A. Initial process for responding to a domestic violence call~~
- ~~B. Circumstances when an arrest should be made~~
- ~~C. Physical evidence to be collected~~
- ~~D. Procedures for seizing firearms~~
- ~~E. Resources available for victim protection~~

### IV. LEARNING NEED

When there is a court order involving domestic violence, peace officers must recognize that the order it must be verified and enforced following specific procedures.



Other Basic Courses					
832	III	II	I	SIBC	
			X		
			X X X X X X X X		

E. An exercise test requiring the student to demonstrate the knowledge and ability to obtain an Emergency Protective Order. The test shall minimally include:

1. Determining what party is eligible
2. Grounds for issuance
3. Procedures to obtain the order
4. Completion of the proper documents
5. Scope and duration of the order
6. Service of the order
7. Data entry into the Domestic Violence Restraining Order System (DVROS)
8. Distribution of forms

#### VII. REQUIRED INSTRUCTIONAL ACTIVITIES

A. Participation in an instructional activity relating to proper response to a domestic violence incident to include:

1. Felony arrests
2. Misdemeanor arrests
3. Use of citizen arrests
4. Verification and enforcement of temporary restraining orders when the suspect is present and when the suspect has fled
5. Verification and enforcement of stay-away orders
6. Cite-and-release policies
7. Emergency assistance to victims to include medical care, transportation to a shelter, and law enforcement standbys for the removal of personal property
8. Assistance to victims in pursuing criminal options to include giving the report number and directing the victim to the proper investigative unit
9. Providing written notice to victims at the scene

#### VIII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on domestic violence

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X				X	
X X X X X X X X				X X X X X X X X	
X				X	
X X X X X X X X				X X X X X X X X	
X				X	
X X X X X				X X X X X	

- B. A scenario test that requires the student to respond, intervene and investigate a simulated domestic violence incident. The test shall minimally include:**

1. Intervention and management of a domestic violence incident
2. Demonstration of knowledge of domestic violence laws and arrest procedures
3. Controlling and interviewing involved parties
4. Offer of protection and assistance
5. Demonstration of knowledge of victim services, legal rights and remedies
6. Conducting an effective preliminary investigation including evidence collection
7. Demonstration of incident closure skills

- C. An exercise test requiring the student to demonstrate the ability to verify the validity of a court order. The test shall minimally include the requirement to verify the following:

1. A court stamp
2. A case control number
3. An expiration date
4. The person to be protected
5. The person to be restrained
6. A judge's signature
7. Proof of service

- D. An exercise test requiring the student to demonstrate the ability to determine the proper action when confronted with the enforcement of a court order. The test shall minimally include:**

1. Arrest or acceptance of a private person's arrest
2. Proper enforcement of the terms of the order
3. Determination of the primary aggressor in mutual orders
4. Arrest without a warrant for a violation of a protective order not committed in the officer's presence

~~January 1, 2001~~ January 1, 2002

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make an arrest for crimes against the judicial process and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**C. Crime elements, classification and appropriate Penal Code section for the following:**

1. Perjury
2. Intimidating witnesses or victims
3. Threatenings to use force or violence upon witnesses, victims, or members of their immediate families of retaliation
4. ~~Threatening witnesses, victims, or informants~~
54. Violating a court order

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make an arrest for crimes that prevent the execution of a lawful process or obstruct law enforcement in their duties and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**A. Crime elements, classification, and appropriate Penal Code section for the following:**

1. Resisting, delaying or obstructing a public officer, peace officer, or emergency medical technician

RBC	Other Basic Courses				
	832	III	II	I	SIBC
	X		X X X * X		X X X * X
	X		X		X

RBC	Other Basic Courses				
	832	III	II	I	SBC

IX. ORIGINATION DATE

January 1, 2001

X. REVISION DATE

None January 1, 2002

Other Basic Courses					
832	III	II	I	SIBC	

#### IV. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make an arrest for crimes related to public disturbances and to correctly categorize these crimes as felonies or misdemeanors.

#### LEARNING OBJECTIVES

A. Crime elements, classification and appropriate Penal Code section for the following:

1. Unlawful assembly
2. Refusal to disperse
3. Participation in a riot
4. Incitement to riot
5. Participation in a rout
6. Disobedience to a dispersal order

#### V. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #39.
- B. The PC 832 Powers of Arrest test will include learning objectives in Domain #39.
- C. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #39

#### VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

#### VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on crimes against the justice system.

#### VIII. ORIGINATION DATE

January 1, 2001

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X X X X X X	X X		X X X X X X X X X X		X X X X X X X X X X
X X X X X X X X X X	X X X X X		X X X X X X X X X X		X X X X X X X X X X

### III. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make an arrest for crimes related to unlawful influence bribery or false information and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

- A. Crimes elements, classification and appropriate Penal Code section for the following:**

1. Asking for or receiving a bribe
2. Giving or offering a bribe
3. Impersonating a peace officer
4. Impersonating a public officer
5. Providing a false identity to a peace officer
6. Falsely personating another
7. Falsely reporting a criminal offense
8. Falsely reporting an emergency
9. Falsely reporting a destructive device

## TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #40 WEAPONS VIOLATIONS

~~January 1, 2001~~ January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
*	*	*	*	*	*
X X X X X		X X X X X			X X X X X

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the possession of prohibited and assault weapons and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

### A. ~~Fincarm~~-defined

**BB.** Crime elements, classification, and appropriate Penal Code section for the following:

1. Possession of a prohibited item or weapon
2. Unlawful possession of an assault weapon
3. Possession of a switchblade knife
4. Unlawful possession of tear gas or tear gas weapon
5. Use of tear gas for purpose other than self-defense

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the possession of firearms and to correctly categorize these crimes as felonies or misdemeanors.

RBC	Other Basic Courses				
	832	III	II	I	SIBC

IX. REVISION DATE  
None January 1, 2002



RBC	Other Basic Courses				
	832	III	II	I	SBC
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
*	*	*	*	*	*
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X

2. A firearm by a person convicted of a specified misdemeanor
3. Certain controlled substances while armed with a firearm
4. An unauthorized weapon in a state or public building
5. A firearm in a ~~gun-free~~ school safety zone
6. A firearm on a playground, or public or private youth facility
7. ~~A firearm by a person subject to a temporary restraining order~~

#### V. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the drawing, exhibiting, or unlawful use of weapons and to correctly categorize these crimes as felonies or misdemeanors.

#### LEARNING OBJECTIVES

A. Crime elements, classification and appropriate Penal Code sections for drawing, exhibiting, or unlawful use of a(n):

1. Deadly weapon (other than a firearm)
2. ~~Deadly weapon or firearm with the intent to resist a peace officer~~
3. Firearm in the presence of a motor vehicle occupant
4. Imitation firearm

B. Crime elements, classification and appropriate Penal Code section for discharging a firearm:

1. In a grossly negligent manner
2. At an inhabited dwelling, vehicle, or aircraft
3. At an uninhabited dwelling, vehicle, or aircraft
4. ~~From a motor vehicle~~

C. Crime elements, classification and appropriate Penal Code section for firearms offenses involving vehicles

#### VI. REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives in Domain #40.

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X

### LEARNING OBJECTIVES

A. Crime elements, classification, and appropriate Penal Code section for the following:

1. Carrying a loaded firearm in a public place or within a vehicle
2. Possession of a deadly weapon with intent to assault another person
3. Possession of a loaded firearm with intent to commit a felony
4. Alteration or removal of identifying marks from a firearm
5. Criminal storage of a firearm

### III. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the unlawful concealment of firearms and to correctly categorize these crimes as felonies or misdemeanors.

### LEARNING OBJECTIVES

- A. Statutory definition of a concealed firearm
- B. Exceptions to the license requirement for possession of a concealable firearm
- C. Crime elements, classification and appropriate Penal Code section for carrying possession of a concealed firearm without a license

### IV.

### LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to possession of firearms by restricted persons or within restricted areas and to correctly categorize these crimes as felonies or misdemeanors.

### LEARNING OBJECTIVES

A. Crime elements, classification and appropriate Penal Code section for possession of the following:

1. A firearm by a convicted felon or narcotic addict

RBC	Other Basic Courses				
	832	III	II	I	SIBC
			X		
4			4		4

B. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #40

VII. REQUIRED INSTRUCTIONAL ACTIVITIES

None

VIII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on weapons violations.

IX. ORIGINATION DATE

January 1, 2001

X. REVISION DATE

~~None~~ January 1, 2002

**Commission on Peace Officer Standards and Training**

**POST ADMINISTRATIVE MANUAL**

**1005. Minimum Standards for Training**

All text continued

The document, *Training and Testing Specifications for Peace Officer Basic Courses*, adopted effective January 1, 2001 and amended effective      \*      and      \*      is herein incorporated by reference.

\*date to be filled in by OAL



# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Journal/Magazine Subscription Contract</b>		Meeting Date <b>August 16, 2001</b>
Bureau <b>Information Services Bureau</b>	Reviewed By <i>Paul M. Harman</i> <b>Paul Harman, Bureau Chief</b>	Researched By <b>Phyl Barrus</b>
Executive Director Approval <i>James J. Egan</i>	Date of Approval <b>7-18-01</b>	Date of Report <b>July 9, 2001</b>
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for Details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

### ISSUE:

Should the Commission approve \$16,000 for a year journal/magazine subscription contract for the POST Library for FY01/02?

### BACKGROUND:

POST has contracted out the subscription purchases and renewals since the late 1970s. This service provides POST with a single point of contact for purchasing the journals/magazines instead of dealing with more than 90 individual publishers from the United States and Europe. The vendor is also used as our agent to obtain missing issues of these magazine/journal subscriptions.

### ANALYSIS:

The Library Subscription contract is an annually occurring contract, approved last year for a \$15,000 expenditure. Subscription increases, service charges and additional titles will increase the cost of the contract for this fiscal year.

### RECOMMENDATION:

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to increase contract funding with a journal/magazine vendor to an amount not to exceed \$16,000.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
<b>Agenda Item Title</b> Authorization to Implement Phase 1 of the Testing Management System (TMAS) to Replace the POSTRAC Testing System.		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Standards and Evaluation	<b>Reviewed By</b> Alan Deal <i>Alan Deal</i>	<b>Researched By</b> Kenneth Krueger
<b>Executive Director Approval</b> <i>Kenneth J. Brinn</i>	<b>Date of Approval</b> 7-19-01	<b>Date of Report</b> July 12, 2001
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for Details) <span style="margin-left: 150px;"><input type="checkbox"/> No</span>
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><b><u>ISSUE</u></b></p> <p>Should the Commission authorize the Executive Director to enter into professional services contracts not to exceed \$921,000.00 to carry out the Communications Infrastructure Phase of the project to replace the POSTRAC testing system (TMAS)?</p> <p><b><u>BACKGROUND</u></b></p> <p>At its July 2000 meeting, the Commission approved staff's request to submit a 2000/2001 Budget Change Proposal (BCP) to provide funding for the first year of a 2-year project to replace the aging statewide academy (POSTRAC) testing system. The first year involves planning and coordination activities with the ultimate objective of establishing a statewide, internet-based Testing Management System (TMAS).</p> <p>The BCP was approved and is included in the 2001/2002 budget signed by Governor Davis.</p> <p><b><u>ANALYSIS</u></b></p> <p>This project provides for the acquisition, installation and support of testing software and computer hardware components that are necessary to establish an Internet-based, statewide Testing Management System (TMAS).</p> <p>This project will replace a 14-year old computerized testing system (POSTRAC) that POST currently uses to deliver 52 learning domain tests to 41 basic academy training sites. These are job-related, curriculum-valid tests which POST develops for the purpose of certifying the competence of trainees as they proceed through basic training. These high-stakes tests are continuously updated to keep pace with changes in the law and professional practice, and are delivered to the academies, via POSTRAC, on a monthly basis. The standardized tests greatly enhance POST's ability to assure that only qualified persons are appointed as peace officers throughout California.</p> <p>While once state-of-the-art, the character-based (DOS) POSTRAC program has become obsolete; it no longer functions reliably or effectively in modern, Windows-based computing environments, and it is functionally several generations behind contemporary theory and practice regarding testing and measurement software.</p> <p>The project is divided into two phases and will run for 2 years. The first year is devoted almost entirely to planning and the second year to implementation.</p> <p>The first phase is the Communications Infrastructure Phase, which will be completed when all equipment required support the computer-based testing environment has been installed at all participating academies. The second phase is the TMAS software implementation, which will be complete when the TMAS software is installed and accessible for all participating users.</p>		

## First Year Deliverables (FY 2001-02)

During the first year of the project, there are three primary deliverables that will occur. They are selection of the Program Manager, selection of the Design System Integration Specialist, and selection of the testing software vendor to provide the operating software and training support.

The Program Manager will be responsible for:

- Providing overall project management;
- Maintaining liaison with each of the Academies to promote the partnership between POST and the participating Academies;
- Managing POST's relationship with the Department of Information Technology and the Department of Finance, including developing required project reports as necessary; and
- Assisting POST during procurement efforts for the TMAS project.

The Design System Integration Specialist will be responsible for:

- Conducting the site inspections of each Academy;
- Performing the inventory of Academy to determine integration requirements to create and support the TMAS communications connection; and
- Developing the specifications of equipment at each Academy site for the communications connection.

The TMAS Software and Training Support will be identified during the first phase of the project. During initial planning and development work to replace the POSTRAC System, a Request for Information was developed and released which described the functionality of the software that would be used in a replacement system. Several software developers responded to the request with proposals. Though none of the companies produced exactly what was desired, several came close. These responses assisted POST in developing the TMAS plan. It is believed the passage of time has allowed vendors to develop software capabilities that come closer to the testing environment that POST desires in the TMAS System.

## The Cost of the Deliverables

The TMAS project is designed to take two-years to complete. The first year costs and the means to secure the services and products are as follows:

### Program Manager

The funds allocated for the first year of the Program Manager position is \$218,000. It is anticipated that the program manager will be obtained using the California Multiple Awards Schedule (CMAS). This process will allow POST to identify service providers experienced in managing projects of this kind from the CMAS list. Companies from the list are provided information about the project and are invited to submit a proposal and a cost breakdown. POST will review the response and select a vendor. A contract between POST and the selected vendor will then be developed. The plan calls for the Program Manager to perform services during the second year of the project (FY 02-03).



### Design System Integration Specialist

The funds allocated for the first year of the Design System Integration Specialist is \$210,000. Like the Program Manager, it is anticipated the company selected to fulfill this function will be obtained using the CMAS list. The process allows POST to identify service providers experienced in performing infrastructure sites inspections, developing needs assessments, determining equipment specifications and performing installation services. Companies from the list are provided information about the project and are invited to submit a proposal and a cost breakdown. POST will review the response and select a vendor. A contract between POST and the selected vendor will then be developed.

### TMAS Testing Software and Training Support

The funds allocated for the TMAS Software and Training Support is \$493,000. Although a Request For Information (RFI) was developed previously to obtaining information about software available to support testing in an Internet-based environment, none was identified that specifically replicates the functionality of the existing POSTRAC System. There were several companies who provide many of the desirable capabilities needed to support Academy cognitive testing. Since the RFI was developed and various vendors made presentations about the capabilities of their respective products, considerable improvements and expanded capabilities have become available.

With the passage of time since the RFI was developed, it is anticipated that there will be a broader range of companies interested in the project. For this reason, and to ensure that the best possible testing software alternatives are identified, the means for securing the software will be through the Request For Proposal (RFP) process. This will require POST and the TMAS Program Manager to develop the specification for the testing software and make them available to interested companies through the RFP process.

Following the RFP process, the software that is selected will then be installed and configured to work on the dedicated NT server residing at Teale Data Center. The desired solution will use a browser-based platform. Academies will be clients and the state data center will provide the host server at its Sacramento site. The Teale Data Center will provide Internet connectivity. Each academy will have its own secure segment of the application database, but academies will not have access to each other's data. Implementation of the software at Teale may be scheduled prior to completion of the Communications Infrastructure Phase to allow staff to become familiar with the software prior to the addition of academy users.

The project will include a phased roll-out to academies. One or two academies will be asked to participate as pilot sites. The pilot sites will be used to iron out implementation issues before adding the other academies. Each site will include installation of communications capability, a complete set of equipment, and the testing software.

POST staff will maintain the host server and software via remote link to the physical server residing at Teale, but will not be responsible for Help Desk functions related to the use of the application. Instead, a maintenance agreement negotiated with the software supplier will require the supplier to provide all Help Desk support.

Total implementation cost for this project is \$3,019,000.00. This amount is allocated as follows: \$921,000 for the first year; and \$2,098,000.00 for the second year. As indicated, the approved state budget for FY 2001/2001 will only include the first year expenditures.

The estimated costs for deliverables during the first year include the following:

Program Manager	\$218,000
Design System Integration Specialist	210,000
Testing Software and Training Support	<u>493,000</u>
Total	\$921,000

### **RECOMMENDATION**

If the Commission concurs, the appropriate action would be a MOTION authorizing the Executive Director to: 1) procure the services of a TMAS Program Manager using the CMAS process in an amount not to exceed \$218,000, 2) procure the services of a Design System Integration Specialist using the CMAS process in an amount not to exceed \$210,000, and 3) contract with an entity to be determined by the competitive bid process for the purchase of testing software and training support in an amount not to exceed \$493,000 (ROLL CALL VOTE).

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Report on Proposal to Standardize Testing Requirement in the Regular Basic Course Standard and Modular Formats.</b>		Meeting Date <b>August 16, 2001</b>
Bureau <b>Standards and Evaluation</b>	Reviewed By <b>Alan Deal</b>	Researched By <b>Kenneth Krueger</b>
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval <i>7-18-01</i>	Date of Report <b>July 10, 2001</b>
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for Details) <input checked="" type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		

### ISSUE

Should the Commission approve changes to Regulation 1005, POST document *Training and Testing Specifications for Peace Officer Basic Courses* and to Commission Procedure D-1, which would standardize all testing activities in the Regular Basic Course?

### BACKGROUND

Following a public hearing, at its January 21, 1999 meeting, the Commission approved the *Regular Basic Course - Modular Format* as a replacement for the existing Reserve Training Program. The Modular format divides the Regular Basic Course (RBC) into three modules which correspond to the entry-level training requirements for levels III, II and I reserve officers. The Modular format program was approved by the Office of Administrative Law and became effective on July 1, 1999.

Twenty-six of the 41 learning domains in the RBC are tested with paper-and-pencil tests. For a variety of reasons that were valid at the time of adoption, the approach to testing adopted for the Modular format is different than the one used in the Standard format. The primary differences between the formats are test type, and test delivery.

Regarding test type: the Standard format requires students to pass individual tests in each of the 26 domains, whereas in Levels III and II of the Modular format, 16 domains are divided into four blocks of 4 domains and students are required to pass a "comprehensive" test after delivery of each 4-domain block. Each comprehensive test utilizes a single passing score.

Regarding test delivery: the 26 tests in the Standard format are delivered to presenters electronically via a modem-based software system known as POSTRAC; the Modular format presenters receive their 4 comprehensive tests from POST in preprinted booklets, which are shipped by a vendor via an express delivery service.

### ANALYSIS

Standards and Evaluation Services staff is recommending that a modified POSTRAC system be implemented for use by presenters of Levels III and II of the Modular format of the Regular Basic Course. This recommendation is made following an in-depth review which found the Modular format testing program to be inconsistent with the procedures utilized in the Standard format.

Developing a modified POSTRAC system would involve rewriting the existing POSTRAC software into 2 new versions. One version would allow Modular format Level III presenters to access the tests in those domains encompassed in Level III; the second version would allow Modular format Level II presenters access to the tests

encompassed in Level II. Only minimal programmer time would be required to convert the POSTRAC system.

Switching to POSTRAC will require the movement of 4 testing hours from the Level I Module to the Level II Module. The existing 13 hours of testing in the Level I Module has proved to be more than needed, so 4 hours is being moved to the Level II Module to accommodate the change to individual LD testing. However, the overall minimum hours for the Modular format is not changing.

The use of POSTRAC in the Modular format was reviewed in March at a special meeting of Modular format presenters, and at the Academy Directors Consortium meeting. Both of these groups unanimously support the change.

Adoption of a modified POSTRAC would completely standardize testing in all RBC formats and would overcome the following shortcomings of the existing Modular test program:

- Inability to certify mastery of each learning domain.
- Cost of development and maintenance of four high-stakes comprehensive exams that are now part of the Modular format.
- The use of tests which are psychometrically inferior to the POSTRAC delivered tests.
- The use of tests which cannot be expediently aligned with the student workbooks.
- Inability to collect and analyze test data from Modular format students.
- Expensive printing and shipping contracts required to support the existing program.

Attachments A and B, respectively, illustrate the necessary changes to the training and testing specifications document and Procedure D-1 in order to replace comprehensive testing in Level III and II of the Modular Format with individual learning domain testing. An amendment to Regulation 1005 (Attachment C) will be necessary to identify the date that the training and testing specification document and Procedure D-1 were amended.

### **RECOMMENDATION**

If the Commission concurs, subject to the results of the Notice of Proposed Regulatory Action process, the appropriate action would be a MOTION to amend the *Training and Testing Specifications for Peace Officer Basic Courses*, Commission Procedure D-1, and POST Regulation 1005, as proposed, which would standardize all testing activities in the Regular Basic Course Standard and Modular formats, and become effective on January 1, 2002.

**PROPOSED CHANGES TO THE  
TRAINING AND TESTING SPECIFICATIONS  
FOR PEACE OFFICER BASIC COURSES**

**CONTENT AND MINIMUM HOURLY REQUIREMENTS  
FOR THE LEVEL III COURSE - PART 2 OF THE LEVEL III MODULE OF THE MODULAR FORMAT**

DOMAIN NUMBER	DOMAIN DESCRIPTION	MINIMUM HOURS
01	History, Professionalism & Ethics	6 hours
02	Criminal Justice System	2 hours
05	Introduction to Criminal Law	1 hours
06	Property Crimes	2 hours
07	Crimes Against Persons	2 hours
15	Law of Arrest	2 hours
16	Search and Seizure	2 hours
18	Investigative Report Writing	4 hours
19	Vehicle Operations	8 hours
20	Use of Force	3 hours
23	Crimes in Progress	4 hours
28	Traffic Enforcement	4 hours
30	Preliminary Investigation	2 hours
31	Custody	4 hours
33	Arrest and Control/Baton	15 hours
34	First Aid & CPR	21 hours
35	Firearms/Chemical Agents	4 hours
36	Information Systems	4 hours
42	Cultural Awareness/Discrimination	4 hours
	Minimum Instructional Hours	94 hours

The minimum number of hours allocated to testing in the Level III Course are shown below.<sup>1</sup>

TEST TYPE	HOURS
<del>POST-Constructed Comprehensive Test</del>	<del>2 hours</del>
<del>LD 34 First Aid &amp; CPR POSTRAC Test</del>	<del>2 hours</del>
<del>POST-Constructed Knowledge Tests</del>	<del>4 hours</del>
<del>(LDs 2, 5, 31, 34 and 36)</del>	
Total Minimum Required Hours	98 hours

NOTE: Successful completion of the PC 832 Arrest and Firearms course is a prerequisite to the Level III Course  
(See PAM section D-1)

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<sup>1</sup> Time required for exercise testing and instructional activities is included in instructional time.

**CONTENT AND MINIMUM HOURLY REQUIREMENTS  
FOR THE LEVEL II MODULE OF THE MODULAR FORMAT**

DOMAIN NUMBER	DOMAIN DESCRIPTION	MINIMUM HOURS
03	Community Relations	8 hours
04	Victimology/Crisis Intervention	6 hours
06	Property Crimes	8 hours
07	Crimes Against Persons	8 hours
08	General Criminal Statutes	4 hours
09	Crimes Against Children	6 hours
10	Sex Crimes	6 hours
15	Law of Arrest	7 hours
16	Search and Seizure	9 hours
17	Presentation of Evidence	6 hours
18	Investigative Report Writing	33 hours
20	Use of Force	6 hours
21	Patrol Techniques	4 hours
22	Vehicle Pullovers	6 hours
23	Crimes in Progress	6 hours
26	Unusual Occurrences	2 hours
30	Preliminary Investigation	8 hours
33	Arrest and Control/Baton	15 hours
35	Firearms/Chemical Agents	32 hours
37	Persons with Disabilities	6 hours
39	Crimes Against the Justice System	4 hours
40	Weapons Violations	4 hours
41	Hazardous Materials Awareness	2 hours
42	Cultural Awareness/Discrimination	20 hours
Minimum Instructional Hours		216 hours

The minimum number of hours allocated to testing in the Level II Module are shown below.<sup>1</sup>

TEST TYPE	HOURS
<del>POST-Constructed Comprehensive Tests (3)</del>	<del>8 hours</del>
<u>POST-Constructed Knowledge Tests</u>	<u>12 hours</u>
<u>(LDs 6, 7, 8, 9, 10, 15, 16, 17, 20, 37, 39 and 40)</u>	
Total Minimum Required Hours	<u>224</u> <del>228</del> hours

NOTE: The following prerequisites are required for the Level II Module (See PAM section D-1):

1. Successful completion of the Level III Module
2. Current (within the last 3 years) in First Aid and CPR training requirements for public safety personnel as prescribed by the Emergency Medical Services Authority (EMSA) and set forth in the California Code of Regulations, Title 22, Division 9, Chapter 1.5, §100005-§100028.
3. Current (within the last 3 years) in PC 832 training requirements

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<sup>1</sup> Time required for exercise testing and instructional activities is included in instructional time.

**CONTENT AND MINIMUM HOURLY REQUIREMENTS  
FOR THE LEVEL I MODULE OF THE MODULAR FORMAT**

DOMAIN NUMBER	DOMAIN DESCRIPTION	MINIMUM HOURS
04	Victimology/Crisis Intervention	2 hours
11	Juvenile Law and Procedures	6 hours
12	Controlled Substances	12 hours
13	ABC Law	4 hours
19	Vehicle Operations	24 hours
20	Use of Force	2 hours
21	Patrol Techniques	12 hours
22	Vehicle Pullovers	14 hours
23	Crimes in Progress	16 hours
24	Handling Disputes/Crowd Control	12 hours
25	Domestic Violence	8 hours
26	Unusual Occurrences	4 hours
27	Missing Persons	4 hours
28	Traffic Enforcement	22 hours
29	Traffic Accident Investigation	12 hours
30	Preliminary Investigation	30 hours
32	Lifetime Fitness	40 hours
33	Arrest and Control/Baton	30 hours
35	Firearms/Chemical Agents	24 hours
37	Persons with Disabilities	1 hours
38	Gang Awareness	8 hours
41	Hazardous Materials Awareness	4 hours
Minimum Instructional Hours		291 hours

The minimum number of hours allocated to testing in the Level I Module are shown below.<sup>1</sup>

TEST TYPE	HOURS
Scenario Tests	40 hours
POST-Constructed Knowledge Tests (LDs 11, 12, 13, 19, 25, 26, 28, 30 and 41)	<del>13</del> 9 hours
Total Minimum Required Hours	<del>344</del> 340 hours

NOTE: The following prerequisites are required for the Level II Module (See PAM section D-1):

1. Successful completion of the Level III and Level II Modules
2. Current (within the last 3 years) in First Aid and CPR training requirements for public safety personnel as prescribed by the Emergency Medical Services Authority (EMSA) and set forth in the California Code of Regulations, Title 22, Division 9, Chapter 1.5, §100005-§100028.
3. Current (within the last 3 years) in PC 832 training requirements.
4. Passage of a POST-constructed Level I Entrance Examination

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<sup>1</sup> Time required for exercise testing, instructional activities, and physical abilities testing is included in instructional time.



## TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #2 CRIMINAL JUSTICE SYSTEM

January 1, 2001 January 1, 2002

RBC	Other Basic Courses				
	632	III	II	I	SIBC
X	X				X
X X X X X X	X X X X X X				X X X X X X
X	X				X
X	X				X

RBC	Other Basic Courses				
	632	III	II	I	SIBC
X	X				X
X	X				X
X	X				
X X X X	X X X X				X X X X
X	X				X
X X	X X				X X
X X	X X				X X

### III.

#### LEARNING NEED

Peace officers must become familiar with the organization of the state judicial system in order to understand their role in the judicial process.

#### LEARNING OBJECTIVES

- A. Objectives of the criminal justice system's judicial component
- B. Positions held by individuals who work within the criminal justice system's judicial component
- C. Primary responsibilities of the:
  1. Trial courts
  2. Appellate courts
- D. The judicial process in criminal cases and how it relates to the following:
  1. Arraignment
  2. Bail

RBC	Other Basic Courses			
	B32	III	II	I
4	2	2		

# VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on the criminal justice system.

# VIII. ORIGINATION DATE

January 1, 2001

# IX. REVISION DATE

None  
January 1, 2002



# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #5 INTRODUCTION TO CRIMINAL LAW

January 1, 2001 January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X	X X X				X X X
X X X	X X X				X X X

## I. LEARNING NEED

Peace officers must understand the origins upon which current law is based to fully understand the role of law enforcement in today's society.

## LEARNING OBJECTIVES

- A. Three primary sources on which the law is based, including:

1. Concept of a social contract
2. English common law
3. U.S. and California Constitutions

- ### B. Sources of the law

1. Constitutional law
2. Statutory law
3. Case law

## II. LEARNING NEED

**Peace officers must understand the nuances of the written law in order to correctly interpret the law.**



RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X				X
X X X	X X X				X X X
X X X	X X X				X X X
X	X				X
X	X				X
X		X			X
X		X			X
	X				
		*			

## H. Criminal intent vs. criminal negligence

#### IV. LEARNING NEED

**In order to arrest a suspect, peace officers must be able to determine what type of crime has been committed, who was involved in the commission of the crime, and who cannot be criminally liable.**

## LEARNING OBJECTIVES

- ### A. Three classes of crime

1. **Felony**
2. **Misdemeanor**
3. **Infraction**

- ### B. Parties to a crime

1. **Principals**
2. **Accessories**
3. **Accomplices**

- ### C. Categories of persons considered legally incapable of committing a crime

- #### D. Defenses against criminal liability

- E. Entrapment and officer actions that can lead to entrapment being used as a legal defense against criminal liability**

## V. REQUIRED TESTS

- A. The POST-constructed knowledge tests on the learning objectives in Domain #5

- B. The PC 832 Powers of Arrest test will include learning objectives in Domain #5**

- ~~C. A POST-constructed comprehensive test for the Level III Module will include learning objectives in Domain #5~~

RBC	Other Basic Courses				
	032	III	II	I	SIBC
6	5	1			6

VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on introduction to criminal law.

VIII. ORIGINATION DATE

January 1, 2001

IX. REVISION DATE

None

January 1, 2002



RBC	Other Basic Courses				
	832	III	II	I	SBC
X X X X X X			X X X X X		X X X X X
X X X			X X X		X X X

## II.

### LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **arson**, and to correctly categorize these crimes as felonies or misdemeanors.

### LEARNING OBJECTIVES

A. Crime elements, classification and Penal Code section of the following crimes:

1. Arson
2. Attempted arson
3. Unlawfully causing a fire
4. Aggravated arson
5. Possession of a flammable or combustible material

## III.

### LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **trespassing**, and to correctly categorize these crimes as felonies or misdemeanors.

### LEARNING OBJECTIVES

A. Crime elements, classification and Penal Code section of the following crimes:

1. Unauthorized entry of a dwelling
2. Trespass
3. Intentional interference with business by obstructing or intimidating customers

## IV.

### LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for **other types of property crimes**, and to correctly categorize these crimes as felonies or misdemeanors.

## TRAINING AND TESTING DATA FOR LEARNING DOMAIN #6 PROPERTY CRIMES

~~October 1, 2001~~ January 1, 2002

[illegible]

## 1.

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make an arrest for crimes related to theft, and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**A. Crime elements, classification and Penal Code section of the following crimes:**

1. Theft
  - a. Grand theft
  - b. Petty theft
2. Vehicle theft
3. Defrauding an innkeeper
4. Embezzlement
5. Theft by means of trick or device
6. Theft by false pretenses
7. Burglary
8. Possession of burglary tools
9. Possession or receiving personal property with altered serial numbers or identification marks
10. Receiving stolen property
11. Appropriation of lost property
12. Forgery
13. Writing checks with intent to defraud

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X		X	X		X X
X			X		X
X			X		X
X			X		X
			X		
10		2	8		10

# LEARNING OBJECTIVES

A. Crime elements, classification and Penal Code section of the following crimes.

1. Vandalism
2. Cruelty to animals

B. Lawful repossession

C. Lawful landlord/tenant dispute

## V. REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives for Domain #6.

~~B. A POST-constructed comprehensive test for the Level II Module will include learning objectives for Domain #6~~

## VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

## VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on property crimes.

## VIII. ORIGINATION DATE

January 1, 2001

## IX. REVISION DATE

October 1, 2001

January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X			X X X X X		X X X X X
X X			X X		X X
X			X		X
X			X		X
X			X		X
X			X		X
X X			X X		X X

### iii.

## LEARNING NEED

Arresting and prosecuting suspects on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **robbery**, and to correctly categorize these crimes as felonies.

## LEARNING OBJECTIVES

- A. Crime elements, classification and Penal Code section of the following crimes:**

1. Robbery
2. Carjacking

## IV.

## LEARNING NEED

Arresting and prosecuting suspects on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **homicide**, and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

- A. Homicide defined
- B. Elements required for a homicide to be considered excusable
- C. Elements required for a homicide to be considered justifiable

- D. Role of malice aforethought in determining whether an unlawful homicide is a crime of manslaughter or murder**
- E. Murder**

1. Crime elements
2. Felony murder rule

~~October 1, 2001~~ January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X X		X X	X X X		X X X X X X

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to injury, and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**A. Crime elements, classification and Penal Code section of the following crimes:**

1. Assault
2. Battery
3. Assault with a deadly weapon or by means of force
4. Mayhem
5. Elder or dependent adult abuse

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to kidnapping, and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**A. Crime elements, classification and Penal Code section of the following crimes:**

RBC	Other Basic Courses				
	832	III	II	I	SBC

X. REVISION DATE

October 1, 2001  
January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X			X X X X		X X X X
X X X X			X X X X		X X X X
X			X		X
			*		
10		2	8		10

F. Crime elements, classification and Penal Code section of the following manslaughter crimes:

1. Voluntary manslaughter
2. Involuntary manslaughter
3. Vehicular manslaughter

V. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for **stalking, extortion and terrorist threats**, and to correctly categorize these crimes as felonies.

LEARNING OBJECTIVES

A. Crime elements, classification and Penal Code section of the following crimes:

1. Stalking
2. Extortion
3. Terrorist threats

VI. REQUIRED TESTS

A. The POST-constructed knowledge test on learning objectives in Domain #7.

~~B. A POST-constructed knowledge test for the Level II Module will include learning objectives in Domain #7~~

VII. REQUIRED INSTRUCTIONAL ACTIVITIES

None

VIII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on crimes against persons.

IX. ORIGINATION DATE

January 1, 2001

RBC	Other Basic Courses				
	832	III	II	I	SBC
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
			X		X

3. Loitering:
  - a. About a public toilet
  - b. For prostitution
  - c. For drug activities
4. Public intoxication
5. Prowling
6. Peeping
7. Illegal lodging
8. Invasion of privacy (peepholes)

### III. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **public nuisances**, and to correctly categorize these crimes as felonies or misdemeanors.

### LEARNING OBJECTIVES

A. Crime elements, classification and Penal Code section of the following crimes:

1. Disturbing the peace
2. Disturbing a lawful assembly or meeting
3. Obstruction of a public way
4. Entering a disaster area closed by law enforcement

### IV. REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives for Domain #8.

B. A POST-constructed comprehensive test for the Level II Module will include learning objectives for Domain #8

### V. REQUIRED INSTRUCTIONAL ACTIVITIES

None



# **TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #8 GENERAL CRIMINAL STATUTES**

October 1, 2001 January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X			X X		X X
X X			X X		X X

I.

## **LEARNING NEED**

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **solicitation**, and to correctly categorize these crimes as felonies.

## **LEARNING OBJECTIVES**

A. Crime elements, classification and Penal Code section of the following crimes:

1. Solicitation to commit a felony
2. Conspiracy to commit a crime

II.

## **LEARNING NEED**

Arresting and prosecuting suspects depends on the development of probable cause. Peace officers need to recall the elements required to make arrests for crimes related to **disorderly conduct**, and to correctly categorize these crimes as felonies or misdemeanors.

## **LEARNING OBJECTIVES**

A. Crime elements, classification and Penal Code section of the following crimes:

1. Lewd conduct
2. Prostitution

RBC	Other Basic Courses				
	832	III	II	I	SIBC
4			4		4

# VI. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on general criminal statutes.

# VII. ORIGINATION DATE

January 1, 2001

# VIII. REVISION DATE

October 1, 2001  
January 1, 2002



[illegible]

### III.

## LEARNING NEED

7. Cruel or inhumane punishment
8. Lascivious act
9. Lewd act
10. Upon or with the body of a child
11. Annoy
12. Molest
13. Sexual intercourse

## LEARNING OBJECTIVES

- A. Professional occupations required to report suspected child abuse
- B. Law enforcement reporting requirements
- C. Necessary documentation when investigating a report
- D. Peace officer's responsibility for maintaining the confidentiality of the reporting party
- E. Possible crime(s) committed by failing to report an incident of suspected child abuse

### III.

## LEARNING NEED

Peace officers must recognize they have the authority to make a warrantless entry into a home whenever they reasonably believe a minor is in immediate danger of being physically abused, neglected or sexually exploited.

## LEARNING OBJECTIVES

- A. Legal basis for entry without a warrant to protect a minor
- B. Exigent circumstances that could lead an officer to reasonably believe that there is an immediate threat to a minor

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X			X		X
			*		
6			6		6

C. Appellate court cases which have upheld warrantless entries based on exigent circumstances

#### IV. REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives in Domain #9.

~~B. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #9~~

#### V. REQUIRED INSTRUCTIONAL ACTIVITIES

None

#### VI. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on crimes against children.

#### VII. ORIGINATION DATE

January 1, 2001

#### VIII. REVISION DATE

October 1, 2001

January 1, 2002



RBC	Other Basic Courses				
	812	III	II	I	SIBC
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X

### III.

- LEARNING OBJECTIVES**
- A. Examples of assessing a victim's physical state in order to make them as comfortable as possible, and secure the necessary medical attention
  - B. Common emotional and physical reactions victims experience and the pressures associated with reporting a sex crime
  - C. Peace officer's own emotional and attitudinal reactions to sex crimes
- LEARNING NEED**

To complete a thorough investigation, peace officers must be sensitive to the fact that sexual assaults pose unique problems because of the emotional state of the victim, and the complexity of the investigative procedures.

### LEARNING OBJECTIVES

- A. Factors that set a positive tone for the victim interview
- B. Questions to be asked during the victim interview
- C. Purpose of a medical/legal exam
- D. Victim's rights
- E. Types of evidence to be collected from the crime scene, victim and suspect
- F. Services available to sexual assault victims

### IV.

### LEARNING NEED

Penal Code section 290 is intended to allow law enforcement agencies to track the whereabouts of known sex offenders.

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
			*		
6			6		6

# LEARNING OBJECTIVES

- A. Conditions for sex offender registration under Penal Code section 290
- B. Classification of Penal Code section 290 violations
- C. Requirements of sex offender registration
- D. Automated information services available to gain information on sex registrants

## V. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #10
- B. ~~A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #10~~

## VI. REQUIRED INSTRUCTIONAL ACTIVITIES

None

## VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on sex crimes.

## VIII. ORIGINATION DATE

January 1, 2001

## IX. REVISION DATE

October 1, 2001  
January 1, 2002



# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #15 LAWS OF ARREST

October 1, 2001 - January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X	X X X X X				X X X X X
X	X				X

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X		X	X		X
X		X	X		X
X		X	X		X
X		X	X		X
X		X	X		X
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X

### LEARNING OBJECTIVES

- A. Consensual encounter defined
- B. Appropriate conduct during a consensual encounter
- C. Conduct that may elevate a consensual encounter
- D. Consequences of elevating a consensual encounter

### III.

### LEARNING NEED

In order to execute the appropriate actions, peace officers must recognize that a temporary detention is an assertion of authority that is less than an arrest but more substantial than a consensual encounter.

### LEARNING OBJECTIVES

- A. Detention defined
- B. Detention vs. consensual encounter
- C. Reasonable suspicion defined
- D. Appropriate peace officer actions during a detention

### IV.

### LEARNING NEED

Peace officers must know and comply with the statutory rules of arrest in order to properly exercise their authority and responsibility, and to avoid potential liability when making arrests.



RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X
X	X	X	X		X
X			X		X
	X				
			*		
12	3	2	7		12

- C. Proper administration of Miranda warnings  
D. Impact of invoking either the right to remain silent or the right to counsel  
E. Types of Miranda waivers  
F. Exception to the Miranda rule

VI. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #15  
B. The PC 832 Powers of Arrest test will include learning objectives in Domain #15  
C. ~~A POST-constructed comprehensive test for the Level II Midstate will include the learning objectives in Domain #15~~

VII. REQUIRED INSTRUCTIONAL ACTIVITIES

None

VIII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on laws of arrest.

IX. ORIGINATION DATE

January 1, 2001

X. REVISION DATE

October 1, 2001  
January 1, 2002

## TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #16 SEARCH & SEIZURE

~~October 1, 2001~~ January 1, 2002

RBC	Other Basic Courses				
	812	III	II	I	SIBC
X	X	X			X
X X	X X	X X			X X
X		X			X
X		X			X
X	X	X			X
X		X			X

[illegible]

## LEARNING OBJECTIVES

- A. Statutory grounds for issuance of a search warrant
- B. Probable cause as a basis for obtaining a search warrant
- C. Officer's training and experience in relation with establishing probable cause
- D. Requirements for establishing the reliability of information provided by an informant
- E. Affidavit vs. warrant
- F. Components of an affidavit in support of a warrant to search for and seize property
- G. Appropriate actions for securing an area pending issuance of a search warrant
- H. Time limitations for serving a search warrant
- I. Elements for compliance with the knock and notice requirements when serving a search warrant
- J. Nexus rule application while conducting an authorized search

### III.

## LEARNING NEED

Although warrantless searches and seizures are presumptively illegal, when certain conditions are met, officers may lawfully search and seize evidence without a search warrant. For evidence to be admissible at trial, officers must have a clear understanding of the legal requirements for those conditions.

## LEARNING OBJECTIVES

- A. Plain view observation
- B. Legal requirements for seizure of items in plain view
- C. Conditions and circumstances where warrantless searches and seizures are considered reasonable and legal

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X	X X X X X		X X X X X		X X X X X
X X X X X X X	X X X X X X X		X X X X X X X		X X X X X X X

D. Conditions for conducting the following types of warrantless searches:

1. Patdowns/frisks
2. Consent searches
3. Searches pursuant to exigent circumstances
4. Searches incident to arrest
5. Probation/parole searches

IV. LEARNING NEED

The Fourth Amendment's protection against unreasonable searches and seizures extends to a person's vehicle and property inside the vehicle. However, the courts have created several exceptions to the Fourth Amendment's warrant requirement because of a motor vehicle's potential mobility and reduced expectation of privacy.

LEARNING OBJECTIVES

A. Conditions for conducting the following types of motor vehicle searches:

1. Probable cause searches
2. Seizures of items in plain view
3. Protective searches
4. Consent searches
5. Searches incident to custodial arrest
6. Instrumentality searches
7. Vehicle inventories
8. Closed container searches

V. LEARNING NEED

Peace officers must recognize that when a search or the seizure of evidence involves intrusion into a suspect's body, special care must be taken to balance that person's reasonable expectation of privacy under the Fourth Amendment against the government's need to collect evidence.

RBC	Other Basic Courses				
	§12	III	II	I	SIBC
X X	X X		X X		X X
X	X		X		X
X	X		X		X
X	X		X		X
X X	X X		X X		X X
X			X		X
X X X			X X X		X X X

#### LEARNING OBJECTIVES

- A. Peace officer's authority to seize physical evidence from a person's body:
  1. With a warrant
  2. Without a warrant
- B. Conditions under which a peace officer may use reasonable force to prevent a suspect from swallowing or attempting to swallow evidence
- C. Conditions required for use of an emetic to legally induce vomiting to recover evidence
- D. Conditions necessary for legally obtaining blood samples
- E. Conditions for legally obtaining the following nonintrusive bodily evidence:

1. Fingerprints
2. Handwriting samples

#### VI. LEARNING NEED

Peace officers must be aware of a person's due process rights that protect against impermissible suggestiveness when conducting any procedure involving suspect identification.

#### LEARNING OBJECTIVES

- A. Peace officer's neutral role during an identification procedure
- B. Officer actions before and during an identification procedure to prevent impermissible law enforcement suggestiveness when conducting a:
  1. Field showup
  2. Photographic spread
  3. Custodial lineup



RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
	X				
			*		
12	1	2	9		12

# VII. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #16
- B. The PC 832 Powers of Arrest test will include learning objectives in Domain #16
- ~~C. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #16~~

# VIII. REQUIRED INSTRUCTIONAL ACTIVITIES

None

# IX. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on search and seizure.

# X. ORIGINATION DATE

January 1, 2001

# XI. REVISION DATE

October 1, 2001  
January 1, 2002

# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #17 PRESENTATION OF EVIDENCE

January 1, 2001- January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X

## III. LEARNING NEED

Peace officers need a basic knowledge of the role that evidence plays in a criminal trial and of their own role in prosecuting a case through lawful collection of evidence.

## LEARNING OBJECTIVES

- A. Purpose of offering evidence
- B. Evidence vs. proof
- C. Four major types of physical evidence
- D. Direct and circumstantial evidence

## II. LEARNING NEED

Peace officers must be familiar with the criteria for admitting and excluding evidence to ensure that evidence is identified, collected, and tracked in an appropriate manner so that it will be accepted in court.

## LEARNING OBJECTIVES

- A. Purpose for the rules of evidence
- B. Criteria for admitting evidence
- C. Circumstances which may cause evidence to be excluded

RBC	Other Basic Courses				
	812	III	II	I	SIBC
X	X		X		X
X			X		X
X	X		X		X
X					
X	X		X		X
X	X		X		X
X	X		X		X
X			X		X
	X				
			*		
8	2		6		8

### III.

## LEARNING NEED

- E. Role of subpoenas in obtaining legal evidence**

## LEARNING OBJECTIVES

- A. Hearsay rule

#### IV.

## REQUIRED TESTS

1. Spontaneous statements
2. Admissions and confessions
3. Dying declarations
4. Records and officer testimony

✓

## REQUIRED INSTRUCTIONAL ACTIVITIES

- None

## VI

## HOURLY REQUIREMENTS

**Students shall be provided with a minimum number of instructional hours on presentation of evidence.**

RBC	Other Basic Courses				
	832	III	II	I	SIBC

VII. ORIGINATION DATE

January 1, 2001

VIII. REVISION DATE

None January 1, 2002

# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #20 USE OF FORCE

January 1, 2001 to January 1, 2002

RBC	Other Basic Courses			
	812	III	II	I
				SIBC
X	X	X		X
X	X	X		X
X	X	X		X
X	X	X		X
X	X	X		X
X	X	X		X

## I. LEARNING NEED

It is critical that peace officers be aware of the laws governing the use of force for their safety and for the safety and well-being of fellow officers. Peace officers need to recognize they have the authority to use reasonable force to effect an arrest under the circumstances authorized by the California Penal Code.

## LEARNING OBJECTIVES

- A. Reasonable force as defined in the California Penal Code
- B. Components of the Fourth Amendment standard for determining objective reasonableness as determined by the U.S. Supreme Court
- C. Legal framework establishing a peace officer's authority during a legal arrest, including:
  1. Suspect's requirement to submit to arrest without resistance
  2. Peace officer's authority to use restraint during a detention or arrest
- D. Circumstances set forth in the California Penal Code under which a peace officer has the authority to resort to the use of force
- E. Level of authority specific department policies have regarding the use of force by a peace officer

## II. LEARNING NEED

Peace officers must recognize that they have a range of force options available to them. However, in all cases the use of force must be reasonable compared to the threat, level of resistance, and other circumstances known to the officer at the time the force was used.

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X	X			X
X	X	X			X
X	X	X			X
X	X	X			X
X		X			X
X			X		X
X			X		X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X
X	X	X	X	X	X

#### LEARNING OBJECTIVES

- A. Force option defined
- B. Using force in order to gain control of an individual and the situation
- C. Force options or the amount of force an officer may use based on the suspect's level of resistance
- D. Importance of training and ongoing practice in responding to potentially dangerous situations that may require the use of force
- E. Importance of effective tactical communication with the use of force

#### III.

#### LEARNING NEED

Peace officers must have a clear understanding of their authority, responsibility, and liability regarding the use of lethal force under the circumstances authorized by law.

#### LEARNING OBJECTIVES

- A. Legal standard for the use of lethal force as determined by the U.S. Supreme Court
- B. Factors required in establishing sufficiency of fear for the use of lethal force
- C. Considerations an officer should take into account when determining whether or not to resort to using lethal force
- D. Role of departmental policies regarding the use of lethal force
- E. Homicide by a peace officer and the circumstances under which the homicide may be considered justifiable

#### IV.

#### LEARNING NEED

When a force option has been employed, peace officers' reports must include the critical information in order to insure that the chronology and specifics of the events, as well as the people involved, are properly documented.

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X		X	X		X
X		X	X		X
X	X		X		X
X	X		X		X
X	X		X		X
X	X		X		X
X		X			X
X		X	X		X
X		X	X		X
X		X	X		X

#### LEARNING OBJECTIVES

- Reasons why complete documentation of the use of force is critical to the officer as well as to the officer's agency
- Specific topics and level of detail that should be included in an officer's report when force has been used in the line of duty

#### LEARNING NEED

Peace officers must be ready and capable, physically and emotionally, to immediately take control of a potentially dangerous situation without hesitation caused by anger, fear, or indecision.

#### LEARNING OBJECTIVES

- Emotional factors that can affect a peace officer's responses when threatened with danger
- Normal phases of fear
- Reasonable vs. unreasonable fear
- Acceptable techniques for managing anger
- Role of initial and ongoing training in officers' emotional preparation to use force or have force used against them

#### LEARNING NEED

Peace officers must recognize their legal and ethical responsibilities to intervene if the amount of force being used is inappropriate.

#### LEARNING OBJECTIVES

- Legal basis for officer intervention to avert the use of excessive force
- Immediate vs. delayed intervention techniques
- Possible inhibitions an officer may have about intervening in a situation where a fellow officer may be applying excessive force

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X	X				X
X	X				X
X			X		X
	X				
			*		
X			X		X
X			X	X	X
X			X	X	X
X			X	X	X
				X	X

## VII. LEARNING NEED

Peace officers must recognize not only their authority to use force, but also their responsibility and liability when the use of force is inappropriate.

### LEARNING OBJECTIVES

- Peace officer's potential criminal and civil liability associated with the use of excessive force
- Agency's potential criminal and civil liability associated with the use of excessive force by one of its officers

## VIII. REQUIRED TESTS

- The POST-constructed knowledge test on the learning objectives in Domain #20.
- The PC 832 Powers of Arrest test will include learning objectives in Domain #20

~~C. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #20~~

DC. A scenario test that requires the student to respond to an incident in which the force used to detain a suspect is legally justified by a peace officer. The student shall be tested under conditions that simulate the effects of physical and mental stress and minimally test the student's:

- Knowledge and understanding of the legal authority to use force
- Ability to identify force options that are consistent with legal or other restrictions
- Ability to demonstrate the application of force in a manner that is objectively reasonable to the courts
- Ability to escalate, deescalate levels of force and intervene when the use of force is inappropriate

ED. A scenario test that requires the student to respond to an incident in which the force used to arrest a suspect is legally justified by a peace officer. The student shall be tested under conditions that simulate the effects of physical and mental stress and minimally test the student's:

- Knowledge and understanding of the legal authority to use force



RBC	Other Basic Courses			
	832	III	II	I
12	3	3	6	2

X. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on the use of force.

XI. ORIGINATION DATE

January 1, 2001

XII. REVISION DATE

~~None~~ January 1, 2002



# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #31 CUSTODY

January 1, 2001 January 1, 2002

RBC	Other Basic Courses			
	832	III	II	I
X		X		
X		X		
X		X		
X		X		
X		X		
X		X		
X		X		
X		X		

## I. LEARNING NEED

In order to carry out the judicial process effectively and safely, peace officers must have a thorough understanding of their responsibilities and liabilities for the care, custody, and safety of prisoners along with ensuring the constitutional and statutory rights of prisoners.

## LEARNING OBJECTIVES

- A. Custody defined
- B. General responsibilities an officer has for the care and custody of an arrested person
- C. Liabilities for an officer who shows callous disregard for an arrested person's safety
- D. Circumstances that ensure a legal basis for commitment to custody, including:
  1. Court documents (e.g., warrants, court orders, etc.)
  2. Parole and probation commitments
  3. Probable cause arrests
  4. Enroute prisoners
- E. Constitutional rights and protections afforded to an arrested person while in an officer's charge
- F. Fatal errors officers make that can jeopardize their own safety while performing their custodial duties



RBC	Other Basic Courses			
	832	III	II	I
4		4		

# VI. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on custody.

# VII. ORIGINATION DATE

January 1, 2001

# VIII. REVISION DATE

~~None~~ January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X X X X X X X X X X		X X X X X X X X X X X X X X			
X		X			
X		X			
X		X			
		*			
X		X			
X X X X X X X X X X X X X X		X X X X X X X X X X X X X X			

- D. Classes of prisoners who may require special care or protection, including:
  1. Certain substance abusers (e.g., detoxing)
  2. Suicide risks
  3. Persons with disabilities
  4. Sick and/or injured persons
  5. Certain sex offenders (e.g., child molester)
  6. Escape risks
  7. Civil contempt prisoners
  8. Homosexual prisoners
  9. Known gang members
  10. Other persons needing protective custody (e.g., police informants, diplomats)

- F. Conditions which must be present before a strip or body cavity search can be conducted**

#### IV. REQUIRED TESTS

- A. The POST-constructed knowledge test on the learning objectives in Domain #31

## V. REQUIRED INSTRUCTIONAL ACTIVITIES

- A. Participation in a facilitated discussion which relates to the legal responsibilities of a peace officer in the care and custody of an arrested person from the time of arrest to the transfer of responsibility to a local detention facility. At a minimum, the discussion must address:
1. Legal basis for the custody
  2. Pertinent laws relating to the care and custody of the arrested person
  3. Officer's responsibilities during intake
  4. Actions of custodial personnel upon receipt of the arrested person

# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #36 INFORMATION SYSTEMS

January 1, 2001-January 1, 2002

RBC	Other Basic Courses			
	832	III	II	I
X		X		X
X		X		X
X		X		X
X		X		X
X X X X		X X X X		X X X X

## LEARNING NEED

Peace officers must be knowledgeable of the laws regarding access and use of law enforcement information systems in order to ensure the privacy of individuals, and maintain the integrity and security of the information.

## LEARNING OBJECTIVES

- A. Personnel qualifications required for authorized access to California Law Enforcement Telecommunications System (CLETS)
- B. Department of Justice requirements regarding the confirmation of information obtained from the CLETS network
- C. Crimes involving unlawful access or use of a law enforcement computer system
- D. Requirements for authorized release of Criminal Offender Record Information (CORI) based on right-to-know and need-to-know
- E. Crimes related to the unauthorized release, receipt, or use of CORI, including:
  1. Furnishing the information to an unauthorized person
  2. Lawfully receiving the information and then furnishing it to an unauthorized person
  3. Purchase, receipt, or possession of the information by an unauthorized person

## LEARNING NEED

Peace officers must be aware of the requirements for access and entry into the appropriate Department of Justice information systems and databases available on the CLETS network in order to use that information to carry out their duties, and to ensure their own safety as well as the safety of others.

RBC	Other Basic Courses				
	632	III	II	I	SIBC
X X X X X X X X X X X X X		X X X X X X X X X X X X X			X X X X X X X X X X X X X
X		X			X
X X X X X		X X X X X			X X X X X

### LEARNING OBJECTIVES

A. Systems and databases available from the Criminal Justice Information System (CJIS) and the types of information included in each.

1. Criminal History System (CHS)
2. Wanted Person System (WPS)
3. Supervised Release File (SRF)
4. Domestic Violence Restraining Order System (DVROS)
5. Missing/Unidentified Persons System (MUPS)
6. Violent Crimes Information Network/Sex and Arson Registration (VCIN/SAR)
7. Stolen Vehicles System (SVS)
8. Automated Boat System (ABS)
9. Automated Property System (AFPS)
10. Automated Firearms System (AFS)
11. Mental Health Firearms Prohibition System (MHFPS)

B. Minimum information required for generating an inquiry into each of the CJIS systems and databases

### III.

#### LEARNING NEED

Peace officers must be aware of the requirements for access and entry into the appropriate Department of Motor Vehicles information systems and databases available on the CLETS network in order to use that information to carry out their duties, and to ensure their own safety as well as the safety of others.

#### LEARNING OBJECTIVES

A. Systems and databases available from the Department of Motor Vehicles Information System and the types of information included in each

1. Driver's license/identification card
2. Vehicle/vessel registration
3. Parking/toll violation information
4. Occupational licensing



RBC	Other Basic Courses				
	832	III	II	I	SIBC
X		X			X
X		X			X
X		X			X
X		X			X
X		X			X
X		X			X
		X			
X		X			X
X		X			X

B. Minimum information required for generating an inquiry into each of the DMV databases

#### IV. LEARNING NEED

Peace officers must be aware of the requirements for access and entry into the other state, national, and international systems available on the CLETS network in order to use that information to carry out their duties, and to ensure their own safety as well as the safety of others.

#### LEARNING OBJECTIVES

- Types of information available from the National Crime Information Center (NCIC) telecommunications system
- Minimum information required for an inquiry into a CJIS system or database to automatically roll over to an NCIC file
- Types of information available from of the National Law Enforcement Telecommunications System (NLETS)
- Types of files accessible through NLETS for the Oregon Law Enforcement Data System (LEDS)

#### V. REQUIRED TESTS

- The POST-constructed knowledge test on the learning objectives in Domain #36.

~~B. A POST-constructed comprehensive test for the Level III Module will include learning objectives in Domain #36~~

#### VI. REQUIRED INSTRUCTIONAL ACTIVITIES

- The student will participate in an instructional activity that simulates an incident in which information is required to complete a preliminary investigation. The activity shall reinforce the student's knowledge and understanding of the types of information accessible to law enforcement through local, state and national information systems. During the activity the student shall demonstrate a knowledge of the minimum information requirements for generating a system inquiry related to the following categories:

- Wanted persons
- Property, vehicles and firearms

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X		X X X			X X X
4		4			4

3. Criminal histories
4. DMV information
5. Miscellaneous information

#### VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on information systems.

#### VIII. ORIGINATION DATE

January 1, 2001

#### IX. REVISION DATE

~~None~~ January 1, 2002

~~January 1, 2001~~ January 1, 2002

## I. LEARNING NEED

Peace officers must understand the laws protecting the rights of persons with disabilities in order to serve all individuals to whom the laws apply.

## LEARNING OBJECTIVES

- A. Disability defined
- B. Key provisions of the following federal and state laws that impact law enforcement
  1. Americans with Disabilities Act
  2. Lanterman Developmental Disabilities Service Act (*Welfare and Institutions Code sections 45000 et seq.*)
  3. Lanterman-Petris-Short Act (*Welfare and Institutions Code section 5150*)
  4. Rehabilitation Act of 1973 (29 U.S.C. 701 et seq.)
  5. Vehicle Code section 21963
  6. White Cane Law (Civil Code sections 54, 54.1, 54.2, 54.4)
  7. Penal Code section 365.5

- C. Indicators that could lead an officer to believe that an individual is:**

1. A danger to self
2. Dangerous to others
3. Gravely disabled

- D. Elements of probable cause as it applies to *Welfare and Institutions Code* section 5150

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X X X X X X X X			X X X X X X X X	X	X X X X X X X X
X X X X			X X X		X X X
X					X

RBC	Other Basic Courses				
	#22	III	II	I	SIBC
X			X	X	X
X			X	X	X
X X			X X		X X
X			X		X
X			X	X	X
X X			X X	X X	X X
X			X	X	X
X X			X X		X X
X X			X X	X X	X X

### III.

Peace officers must become familiar with the causes and nature of mental disorders in order to determine if an individual is gravely disabled or dangerous.

## LEARNING OBJECTIVES

### A. Mental disorder defined

### B. Two categories of mental disorders:

1. Thought disorders
2. Mood disorders

**C. Indicators officers can use when attempting to determine if persons affected by mental disorders are dangerous**

#### D. Appropriate tactical measures when responding to a call involving a person with a mental disorder

**E. Courses of action when dealing with a person who appears to be affected by a mental disorder and is:**

1. Dangerously or gravely disabled
2. Not dangerous or gravely disabled

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X	X	X
X			X	X	X
X					X
X			X	X	X
X					X
X			X	X	X
X					X
X			X	X	X
X			X		X

F. Behavioral cues that may be associated with a person who appears to be affected by a postpartum psychosis

G. Courses of action for peace officers when dealing with a person who appears to be affected by postpartum psychosis

### LEARNING NEED

Officers must be able to recognize persons who have physical disabilities based on behavioral cues and other indicators in order to make appropriate decisions, and to serve persons with physical disabilities.

### LEARNING OBJECTIVES

A. Behavior cues or other indicators that lead an officer to identify a person as being:

1. Deaf or hearing impaired
2. Blind or visually impaired

B. Appropriate methods an officer can use to communicate with a person who is:

1. Deaf or hearing impaired
2. Blind or visually impaired

C. Behavior cues generally associated with persons with:

1. Acquired neurologically-based disorders such as Alzheimer's disease or stroke
2. Traumatic neurologically-based disorders

D. Appropriate peace officer actions when dealing with a person who appears to have a neurologically-based disorder

### LEARNING NEED

Officers must be able to recognize persons who have developmental disabilities based on behavioral cues and other indicators in order to make appropriate decisions regarding any intervention strategies.

### LEARNING OBJECTIVES

A. Developmental disability defined

RBC	Other Basic Courses				
	812	III	II	I	SIBC
X X X X			X X X X		X X X X
X			X		X
X			X		X
X X X			X X X		X X X
X			X		X
X			X		X
			*		
X			X		X
				X	
X			X		
X X X X			X X X X		

B. Behavioral cues generally associated with persons affected by:

1. Mental retardation
2. Cerebral palsy
3. Autism

C. Appropriate peace officer actions during field contacts with persons affected by developmental disorders

D. Behavioral cues that indicate a person under stress may be susceptible to epileptic seizures

E. Behavioral cues that indicate an individual is experiencing:

1. Tonic clonic seizure
2. Complex partial seizure

F. Appropriate officer response for aiding a person experiencing a seizure

V. REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives in Domain #37.

~~B. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #37~~

~~EB. A scenario test that requires the student to respond appropriately to a person simulating a mental disorder.~~

VI. REQUIRED INSTRUCTIONAL ACTIVITIES

A. The student shall participate in a facilitated critique following a series of simulated incidents regarding effective law enforcement intervention techniques with persons exhibiting behavior which may be indicative of a disability. At a minimum, the depictions shall involve persons exhibiting behaviors characteristic of a:

1. Mental disorder
2. Physical disability
3. Developmental disability

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		
X			X		
X			X		
X			X		
X			X		
X			X		
6			6	1	6

The critique shall minimally address the following issues as they pertain to the contact:

1. The types of behaviors exhibited by the person contacted
2. Possible causes of the behaviors
3. Tactical safety measures employed by the responding officer(s), if applicable
4. Appropriateness of the resolution, referral, or follow-up strategy, if applicable
5. Overall effectiveness of the contact

#### VII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on persons with disabilities.

#### VIII. ORIGINATION DATE

January 1, 2001

#### IX. REVISION DATE

~~None~~ January 1, 2002

~~January 1, 2001~~ January 1, 2002

## I. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make an arrest for crimes against the judicial process and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**A. Crime elements, classification and appropriate Penal Code section for the following:**

1. Perjury
2. Intimidating witnesses or victims
3. Threatening to use force or violence upon witnesses, victims, or members of their immediate families
4. Threatening witnesses, victims, or informants
5. Violating a court order

## II. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make an arrest for crimes that prevent the execution of a lawful process and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

**A. Crime elements, classification, and appropriate Penal Code section for the following:**

1. Resisting, delaying or obstructing a public officer, peace officer, or emergency medical technician

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X X	X		X X X X X		X X X X X
X	X		X		X









# TRAINING AND TESTING SPECIFICATIONS FOR LEARNING DOMAIN #40 WEAPONS VIOLATIONS

~~January 1, 2001~~ January 1, 2002

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X

## I. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the possession of prohibited and assault weapons and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

- A. Firearm defined
- B. Crime elements, classification, and appropriate Penal Code section for the following:
  1. Possession of a prohibited item or weapon
  2. Unlawful possession of an assault weapon
  3. Possession of a switchblade knife
  4. Unlawful possession of tear gas or tear gas weapon
  5. Use of tear gas for purpose other than self-defense

## II. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the possession of firearms and to correctly categorize these crimes as felonies or misdemeanors.

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X X X X X X			X X X X X X		X X X X X X
X			X		X
X			X		X
X			X		X
X			X		X

## LEARNING OBJECTIVES

**A. Crime elements, classification, and appropriate Penal Code section for the following:**

1. Carrying a loaded firearm in a public place or within a vehicle
2. Possession of a deadly weapon with intent to assault another person
3. Possession of a loaded firearm with intent to commit a felony
4. Alteration or removal of identifying marks from a firearm
5. Criminal storage of a firearm

### III.

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the unlawful concealment of firearms and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

- A. Statutory definition of a concealed firearm
- B. Exceptions to the license requirement for possession of a concealable firearm
- C. Crime elements, classification and appropriate Penal Code section for carrying a concealed firearm without a license

## IV.

## LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to possession of firearms by restricted persons or within restricted areas and to correctly categorize these crimes as felonies or misdemeanors.

## LEARNING OBJECTIVES

- A. Crime elements, classification and appropriate Penal Code section for possession of the following:
1. A firearm by a convicted felon or narcotic addict

RBC	Other Basic Courses				
	832	III	II	I	SIBC
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X
X			X		X

2. A firearm by a person convicted of a specified misdemeanor
3. Certain controlled substances while armed with a firearm
4. An unauthorized weapon in a state or public building
5. A firearm in a gun-free school zone
6. A firearm on a playground, or public or private youth facility
7. A firearm by a person subject to a temporary restraining order

#### V. LEARNING NEED

Arresting and prosecuting suspects depends on the development of probable cause. This calls upon peace officers to recall the elements required to make arrests for crimes related to the drawing, exhibiting, or unlawful use of weapons and to correctly categorize these crimes as felonies or misdemeanors.

#### LEARNING OBJECTIVES

A. Crime elements, classification and appropriate Penal Code sections for drawing, exhibiting, or unlawful use of a(n):

1. Deadly weapon (other than a firearm)
2. Deadly weapon or firearm with the intent to resist a peace officer
3. Firearm in the presence of a motor vehicle occupant
4. Imitation firearm

B. Crime elements, classification and appropriate Penal Code section for discharging a firearm:

1. In a grossly negligent manner
2. At an inhabited dwelling, vehicle, or aircraft
3. At an uninhabited dwelling, vehicle, or aircraft
4. From a motor vehicle

#### VI. REQUIRED TESTS

A. The POST-constructed knowledge test on the learning objectives in Domain #40.

B. A POST-constructed comprehensive test for the Level II Module will include learning objectives in Domain #40

RBC	Other Basic Courses				
	632	III	II	I	SIBC
4			4		4

VII. REQUIRED INSTRUCTIONAL ACTIVITIES

None

VIII. HOURLY REQUIREMENTS

Students shall be provided with a minimum number of instructional hours on weapons violations.

IX. ORIGINATION DATE

January 1, 2001

X. REVISION DATE

~~None~~ January 1, 2002

**POST ADMINISTRATIVE MANUAL**  
**COMMISSION PROCEDURE D-1**  
**BASIC TRAINING**

1-1 thru 1-3(d) continued

(e) **Testing and Training Requirements for the Modular Format**

The testing and training requirements in this section apply to the three-part *modular* format [as defined in section 1-3(a)(6)(B)] for completing the Regular Basic Course. Successful completion of Level III and II is a required prerequisite for admission to an entrance examination for Level I. Successful completion of the three-part format fulfills the requirements for the Regular Basic Course.

(1) ~~Two-part Level III Module. The two-part Level III Module consists of the PC-832 Arrest and Firearms course and the Level III course. Successful completion of the PC-832 Arrest and Firearms course as specified in Regulation 1080(b) and 1081(a)(1) is a prerequisite for the Level III course.~~

(A) ~~Learning Objectives. Presenters shall provide instruction on all PC-832 and Level III learning objectives specified in *Training and Testing Specifications for Peace Officer Basic Courses*.~~

(B) ~~Hourly Requirements. The minimum number of hours of instruction that shall be delivered for each PC-832 and Level III learning domain is specified in *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirement for the two-part Level III Module is 162 hours; 64 hours for PC-832 and 98 hours for the Level III Course.~~

(C) ~~Testing Requirements. The tests listed below are graded on a pass/fail basis. Students who fail a test on the first attempt shall: (a) be provided with an opportunity to review their test results in a manner that does not compromise test security; (b) have a reasonable time, established by the presenter, to prepare for a retest; and (c) be provided with an opportunity to be retested with a POST-constructed alternate form of the same test. If a student fails the second test, the student fails the Level III Module.~~

1. ~~POST-Constructed Tests. Students who complete the Level III Module instruction specified in section 1-3(c)(1) must pass the following two POST-constructed tests before advancing to the Level II Module.~~

(a) ~~A POST-Constructed Knowledge Test [as defined in section 1-3(a)(7)(A)] for learning domain 34, First Aid and CPR. Students must earn a score equal to or greater than the~~



minimum passing score established by POST. The test shall be administered and scored by POST or its agents in accordance with POST-specified procedures.

- (b) ~~A POST-Constructed Comprehensive Test [as defined in section 1-3(a)(7)(B)]. Students must pass a POST-constructed comprehensive test before advancing to the Level III Module. The POST-constructed comprehensive test may assess knowledge of any of the learning objectives specified in learning domains 2, 5, 31, and 36. Students must earn a score equal to or greater than the minimum passing score established by POST. The test shall be administered and scored by POST or its agents in accordance with POST-specified procedures.~~

2. ~~Exercise Tests. As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, exercise tests are required in some, but not all, PC 832 and Level III learning domains. Where an exercise test is required, students must demonstrate their proficiency in performing the tasks required by the test. Proficiency means that the student performed at a level acceptable to the presenter.~~

- (D) ~~Instructional Activities. As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, instructional activities are required in some, but not all, PC 832 and Level III learning domains. Where an instructional activity is required, each student must participate in that activity. A student who does not participate in an instructional activity when given the opportunity, fails the Level III Module unless the presenter determines that there were extenuating circumstances. Students who do not participate in an instructional activity due to extenuating circumstances shall be given a second opportunity to participate in the same or comparable activity. If a student fails to participate in an instructional activity after being given a second opportunity, the student fails the Level III Module.~~

(2) ~~Level II Module:~~

- (A) ~~Prerequisite. Each applicant to a Level II Module must present proof of the following prerequisites to the training presenter's satisfaction:~~

1. ~~Successful completion of the Level III Module.~~
2. ~~Current (within the last 3 years) in First Aid and CPR training requirements for public safety personnel as prescribed by the Emergency Medical Services Authority (EMSA) and set forth in the California Code of Regulations, Title 22, Division 9, Chapter 1.5, §100005-§100028.~~
3. ~~Current (within the last 3 years) in PC 832 training requirements.~~

- (B) ~~Learning Objectives. Presenters shall provide instruction on all learning objectives specified for the Level II Module in *Training and Testing Specifications for Peace Officer Basic Courses*.~~

- (C) ~~Hourly Requirements. The minimum number of hours of instruction that shall be delivered for each Level II learning domain is specified in *Training and*~~

*Testing Specifications for Peace Officer Basic Courses.* The total minimum hourly requirement for the Level II Module is 224 hours:

- (D) ~~Testing Requirements.~~ The tests listed below are graded on a pass/fail basis. Students who fail a test on the first attempt shall: (a) be provided with an opportunity to review their test results in a manner that does not compromise test security; (b) have a reasonable time, established by the presenter, to prepare for a retest; and (c) be provided with an opportunity to be retested with a POST-constructed alternate form of the same test. If a student fails the second test, the student fails the Level II Module:

1. ~~POST-Constructed Comprehensive Test.~~ Students who complete instruction specified for the Level II Module must pass three POST-constructed comprehensive tests [as defined in section 1-3(a)(7)(B)] before advancing to the Level I Module. Students must earn a score on each test that is equal to or greater than the minimum passing score established by POST. The first POST-constructed comprehensive test may assess knowledge of any of the learning objectives specified in learning domains 6, 7, 8 and 39. The second POST-constructed comprehensive test may assess knowledge of any of the learning objectives specified in learning domains 15, 16, 17 and 20. The third POST-constructed comprehensive test may assess knowledge of any of the learning objectives specified in learning domains 9, 10, 37 and 40. Each test shall be administered and scored by POST or its agents in accordance with POST-specified procedures:

2. ~~Exercise Tests.~~ As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, exercise tests are required in some, but not all, Level II learning domains. Where an exercise test is required, students must demonstrate their proficiency in performing the tasks required by the test. Proficiency means that the student performed at a level acceptable to the presenter:

- (E) ~~Instructional Activities.~~ As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, instructional activities are required in some, but not all, Level II learning domains. Where an instructional activity is required, each student must participate in that activity. A student who does not participate in an instructional activity when given the opportunity, fails the Level II Module unless the presenter determines that there were extenuating circumstances. Students who do not participate in an instructional activity due to extenuating circumstances shall be given a second opportunity to participate in the same or comparable activity. If a student fails to participate in an instructional activity after being given a second opportunity, the student fails the Level II Module:

(3) ~~Level I Module:~~

- (A) ~~Prerequisites.~~ Each applicant to a Level I Module must present proof of the following prerequisites to the training presenter's satisfaction:

1. ~~Successful completion of the Level III and Level II Modules~~
2. ~~Current (within the last 3 years) in First Aid and CPR training~~

requirements for public safety personnel as prescribed by the Emergency Medical Services Authority (EMSA) and set forth in the California Code of Regulations, Title 22, Division 9, Chapter 1.5, §100005-§100028.

3. ~~Current (within the last 3 years) in PC-832 training requirements.~~
4. ~~Passage of a POST-constructed Level I Entrance Examination.~~

(a) ~~POST-Constructed Level I Entrance Examination.~~

~~Students who complete the Level III and II instruction specified in section 1-3(c)(1) and 1-3(c)(2) must pass a POST-constructed comprehensive test [as defined in Section 1-3(a)(7)(B)] before advancing to the Level I Module. The POST-constructed comprehensive test may assess knowledge of any of the learning objectives specified in the following Level III and Level II Learning Domains: 2, 5 through 10, 15 through 17, 20 31, 36, 37, 39, and 40. Students must earn a score equal to or greater than the minimum passing score established by POST. The test shall be administered and scored by POST or its agents in accordance with POST-specified procedures. Students who fail the test on the first attempt shall: (a) be provided with an opportunity to review their test results in a manner that does not compromise test security; (b) have a minimum of 15 calendar days (from date notification of results) to prepare for a retest; and (c) be provided with an opportunity to be retested with a POST-constructed, alternate form of the same test. If a student fails the second test, the student cannot advance to the Level I Module.~~

- (1) ~~Eligibility.~~ Students who successfully complete Levels II and III of the Regular Basic Course ~~Modular Format~~ are eligible to take the POST Level I Entrance Examination; passage of this examination is required prior to admittance into the Level I Module.
- (2) ~~Application.~~ Persons seeking to take the POST Level I Entrance Examination shall make written request to a POST-approved Level I presenter and provide the presenter with verifiable information of eligibility [see subsection D-1-3(c)(3)(A)].
- (3) ~~Use of Examination Results.~~ Presenters may require applicants to pass the POST Level I Entrance Examination immediately prior to admittance to the Level I Module, or may accept the results achieved by the applicant during a previous test administration. Level I Entrance Examination test results are valid for a period of one year from the date of testing.
- (4) ~~Requalification.~~ Any person who does not enter a Level I Module within one year of passing the POST Level I Entrance Examination must requalify to enter Level I by meeting the prerequisites defined D-1-3(c)(3)(A).

~~(F) Physical Conditioning Program. Students must complete the POST physical conditioning program as described in the Basic Academy Physical Conditioning Manual - 1996.~~

~~(G) Physical Abilities Test Battery. At the conclusion of the POST physical conditioning program, students shall pass a POST-developed physical abilities test battery as described in section 1-3(d)(6).~~

**(1) Prerequisites**

**(A) Two-part Level III Module.** The two-part Level III Module consists of the PC 832 Arrest and Firearms course and the Level III course. Successful completion of the PC 832 Arrest and Firearms course as specified in Regulation 1080(b) and 1081(a)(1) is a prerequisite for the Level III course

**(B) Level II Module.** Each applicant to a Level II Module must present proof of the following prerequisites to the training presenter's satisfaction.

1. Successful completion of the Level III Module.
2. Current (within the last 3 years) in First Aid and CPR training requirements for public safety personnel as prescribed by the Emergency Medical Services Authority (EMSA) and set forth in the California Code of Regulations, Title 22, Division 9, Chapter 1.5, §100005-§100028.
3. Current (within the last 3 years) in PC 832 training requirements.

**(C) Level I Module.** Each applicant to a Level I Module must present proof of the following prerequisites to the training presenter's satisfaction.

1. Successful completion of the Level III and Level II Modules
2. Current (within the last 3 years) in First Aid and CPR training requirements for public safety personnel as prescribed by the Emergency Medical Services Authority (EMSA) and set forth in the California Code of Regulations, Title 22, Division 9, Chapter 1.5, §100005-§100028.
3. Current (within the last 3 years) in PC 832 training requirements.
4. Passage of a POST-constructed Level I Entrance Examination.

**(a) POST-Constructed Level I Entrance Examination.**

Students who complete the Level III and II instruction must pass a POST-constructed comprehensive test [as defined in Section 1-3(a)(7)(B)] before advancing to the Level I Module. The POST-constructed comprehensive test may assess knowledge of any of the learning objectives specified in the following Level III and Level II Learning Domains: 2, 5 through 10, 15 through 17, 20 31, 36, 37, 39, and 40. Students must earn a score equal to or greater than the minimum passing score established by POST. The test shall be administered and scored by POST or its agents in accordance with POST-specified procedures. Students who fail the test on the first attempt shall: (a) be provided with an opportunity to review their test results in a manner that does not compromise test security; (b) have a minimum of 15 calendar days (from date notification of results) to prepare for a retest; and (c) be provided with an opportunity to be retested with a POST-

- (B) ~~Learning Objectives.~~ Presenters shall provide instruction on all learning objectives specified for the Level I Module in *Training and Testing Specifications for Peace Officer Basic Courses*.
- (C) ~~Hourly Requirements.~~ The minimum number of hours of instruction that shall be delivered for each Level I learning domain is specified in *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirement for the Level I Module is 344 hours.
- (D) ~~Testing Requirements.~~ The tests listed below are graded on a pass/fail basis. Students who fail a test on the first attempt shall: (a) be provided with an opportunity to review their test results in a manner that does not compromise test security; (b) have a reasonable time, established by the presenter, to prepare for a retest; and (c) be provided with an opportunity to be retested with a POST-constructed alternate form of the same test. If a student fails the second test, the student fails the Level I Module.
1. ~~POST-Constructed Knowledge Tests.~~ As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, POST-constructed knowledge tests are required in some, but not all, Level I learning domains. Where a POST-constructed knowledge test is required, students must earn a score equal to or greater than the minimum passing score established by POST.
  2. ~~Scenario Tests.~~ As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, scenario tests are required in some, but not all, Level I learning domains. Where a scenario test is required, students must demonstrate their proficiency in performing the tasks required by the test. Proficiency means that the student performed at a level that demonstrates that he or she is prepared for entry into a field training program. This determination shall be made by the academy.
  3. ~~Exercise Tests.~~ As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, exercise tests are required in some, but not all, Level I learning domains. Where an exercise test is required, students must demonstrate their proficiency in performing the tasks required by the test. Proficiency means that the student performed at a level that demonstrates that he or she is prepared for entry into a field training program. This determination shall be made by the academy.
- (E) ~~Instructional Activities.~~ As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, instructional activities are required in some, but not all, Level I learning domains. Where an instructional activity is required, each student must participate in that activity. A student who does not participate in an instructional activity when given the opportunity, fails the Level I Module unless the academy determines that there were extenuating circumstances. Students who do not participate in an instructional activity due to extenuating circumstances shall be given a second opportunity to participate in the same or comparable activity. If a student fails to participate in an instructional activity after being given a second opportunity, the student fails the Level I Module.

constructed, alternate form of the same test. If a student fails the second test, the student cannot advance to the Level I Module.

- (1) Eligibility. Students who successfully complete Levels III and II of the Regular Basic Course - Modular Format are eligible to take the POST-constructed Level I Entrance Examination; passage of this examination is required prior to admittance into the Level I Module.
  - (2) Application. Persons seeking to take the POST-constructed Level I Entrance Examination shall make written request to a POST-approved Level I presenter and provide the presenter with verifiable information of eligibility [see subsection D-1-3(e)(1)(C)].
  - (3) Use of Examination Results. Presenters may require applicants to pass the POST-constructed Level I Entrance Examination immediately prior to admittance to the Level I Module, or may accept the results achieved by the applicant during a previous test administration. Level I Entrance Examination test results are valid for a period of one year from the date of testing.
  - (4) Requalification. Any person who does not enter a Level I Module within one year of passing the POST-constructed Level I Entrance Examination must requalify to enter Level I by meeting the prerequisites defined D-1-3(e)(1)(C).
- (2) Learning Objectives. Presenters shall provide instruction on all learning objectives specified in *Training and Testing Specifications for Peace Officer Basic Courses* for the course(s)/module(s) in which the presenter is certified.
- (3) Hourly Requirements. The minimum number of hours of instruction that shall be delivered for each course/module is specified in *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirements for each course/module is as follows:

1.	<u>2-part Level III Module</u>	<u>162 hours</u>
	<u>PC 832 Arrest &amp; Firearms</u>	<u>64 hours</u>
	<u>Level III Course</u>	<u>98 hours</u>
2.	<u>Level II Module</u>	<u>228 hours</u>
3.	<u>Level I Module</u>	<u>340 hours</u>

(4) **Testing Requirements.** The tests listed below are graded on a pass/fail basis. Students who fail a test on the first attempt shall: (a) be provided with an opportunity to review their test results in a manner that does not compromise test security; (b) have a reasonable time, established by the presenter, to prepare for a retest; and (c) be provided with an opportunity to be retested with a POST-constructed alternate form of the same test. If a student fails the second test, the student fails the course/module.

A. **POST-Constructed Knowledge Tests.** As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, POST-constructed knowledge tests are required in some, but not all, learning domains for each course/module. The Level III Course requires POST-constructed knowledge tests for learning domains 2, 5, 31, 34 and 36. The Level II Module requires POST-constructed knowledge tests for learning domains 6, 7, 8, 9, 10, 15, 16, 17, 20, 37, 39 and 40. The Level I Module requires POST-constructed knowledge tests for learning domains 11, 12, 13, 19, 25, 26, 28, 30, and 41. Where a POST-constructed knowledge test is required, students must earn a score equal to or greater than the minimum passing score established by POST.

B. **POST-Constructed Comprehensive Test.** Students who complete instruction specified for the PC 832 Course must pass a POST-constructed or POST-approved written comprehensive exam before advancing to the Level III Course. The examination shall be administered and scored in accordance with POST-specified procedures (see Regulation 1080).

C. **Exercise Tests.** As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, exercise tests are required in some, but not all, learning domains for each course/module. Where an exercise test is required, students must demonstrate their proficiency in performing the tasks required by the test. Proficiency means that the student performed at a level acceptable to the presenter.

D. **Scenario Tests.** As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, scenario tests are required in some, but not all, Level I learning domains. Where a scenario test is required, students must demonstrate their proficiency in performing the tasks required by the test. Proficiency means that the student performed at a level that demonstrates that he or she is prepared for entry into a field training program. This determination shall be made by the academy.

(5) **Instructional Activities.** As specified in *Training and Testing Specifications for Peace Officer Basic Courses*, instructional activities are required in some, but not all, learning domains for each course/module. Where an instructional activity is required, each student must participate in that activity. A student who does not participate in an instructional activity when given the opportunity, fails the course/module unless the presenter determines that there were extenuating circumstances. Students who do not participate in an instructional activity due to extenuating circumstances shall be given a second opportunity to participate in the same or comparable activity. If a student fails to participate in an instructional activity after being given a second opportunity, the student fails the course/module.

(6) **Physical Conditioning Program.** Level I Module students must complete the POST physical conditioning program as described in the *Basic Academy Physical Conditioning Manual - 1996*.

- (7) Physical Abilities Test Battery. At the conclusion of the POST physical conditioning program, Level I Module students shall pass a POST-developed physical abilities test battery as described in section 1-3(d)(6).

Subparagraph 1-3 adopted and incorporated by reference into Commission Regulation 1005 on April 15, 1982, and amended on January 24, 1985, September 26, 1990, January 14, 1994, July 16, 1994, December 16, 1994, August 16, 1995, August 7, 1996, November 27, 1996, February 22, 1997, August 17, 1997, December 4, 1997, January 1, 2001, and \*.



Commission on Peace Officer Standards and Training

POST ADMINISTRATIVE MANUAL

**1005. Minimum Standards for Training**

All text continued

PAM section D-1-3 adopted effective April 15, 1982, and amended January 24, 1985, September 26, 1990, January 14, 1994, July 16, 1994, December 16, 1994, August 16, 1995, August 7, 1996, November 27, 1996, February 22, 1997, August 17, 1997, December 4, 1997, January 1, 2001, and \* is herein incorporated by reference.

The document, *Training and Testing Specifications for Peace Officer Basic Courses*, adopted effective January 1, 2001 and amended \* and \* is herein incorporated by reference.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Amendment of Contract with the Vallejo Police Department</b>		Meeting Date <b>August 16, 2001</b>
Bureau <b>Standards and Evaluation</b>	Reviewed By <b>Alan Deal</b> <i>AL Deal</i>	Researched By <b>Alan Deal</b>
Executive Director Approval <i>William J. O'Brien</i>	Date of Approval <i>7-19-01</i>	Date of Report <b>July 19, 2001</b>
Purpose  <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for Details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION.** Use additional sheets if required.

### ISSUE

Should the Commission authorize the Executive Director to further extend the contract with the Vallejo Police Department for the continued services of the management fellow hired to work on the project to address statewide needs related to law enforcement recruitment and retention in an amount not to exceed \$12,996?

### BACKGROUND

At its May meeting, the Commission authorized an extension of the contract with the City of Vallejo for a POST management fellow. The extension was for an amount not to exceed \$32,500 through the month of October 2001, and the purpose was to provide information and training to the field regarding the products developed during the course of the recruitment project.

### ANALYSIS

At the time of the May Commission meeting, the city of Vallejo was involved in contract negotiations with its sworn officers. The figures used as the cost basis for the extension of the contract were based on the salary information available at that time. Negotiations have since concluded, with the resulting salary increase exceeding the amount approved by the Commission in May. In addition, the incumbent in the management fellow has been promoted to the rank of lieutenant, effective July 21, 2001.

The impact of the increases is as follows:

Current (July 1, 2001) sergeant's salary = \$10,756 (salary [\$7,909\*] and labor burden rate [35% of salary, or \$2,847] per month) X 1 mos. (July) = **\$10,756**

Current (July 1, 2001) lieutenant's salary = \$11,580 (salary [\$8,578\*] and labor burden rate [35% of salary, or \$3,002] per month) X 3 mos. (August through October) = **\$34,740**

**Total for July through October            = \$45,496**

Minus amount approved by Commission (\$32,500) = **\$12,996**

\* Reflects an 8.5% salary increase just approved in the labor contract.

### RECOMMENDATION

Authorize the Executive Director to amend the contract with the Vallejo Police Department for the continued services of Lieutenant Lori Lee as management fellow in an amount not to exceed \$12,996.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Acceptance of 2001-02 VAWA Law Enforcement Grant Funds and Renewal of the Existing Interagency Agreement to Facilitate Course Presentations, and for a Management Fellow to Coordinate the Grant.		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Ray A. Bray	<b>Researched By</b> Jan Bullard
<b>Executive Director Approval</b> Kenneth J. Brown	<b>Date of Approval</b> 7-18-01	<b>Date of Report</b> June 18, 2001
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Should the Executive Director accept 2001 - 2002 year funding for the existing Violence Against Women Act (VAWA) grant to provide continued training which is consistent with the Violence Against Women Act and expend some of the funds by renewing the existing interagency contract to continue facilitation of these courses, and negotiate an interagency agreement with public agency for a management fellow to serve as coordinator for the grant?

### BACKGROUND

On August 1, 1997, the Commission was the recipient of a VAWA Law Enforcement Training Grant in the amount of \$2,929,112. Over the past four years, the Commission has approved additional augmentations to the grant that have brought the current total to \$7,038,179. This amount includes \$1,759,545 for the in-kind match POST contributes through staff and subject matter expert hours. The funds were dedicated to several projects, including the designing and creation of curriculum, telecourses and interactive video courseware in VAWA related topics. The grant also designated funds for a full-time special consultant to serve as the grant coordinator.

On July 12, 2001, the Office of Criminal Justice Planning (OCJP) VAWA Task Force approved additional funding for 2001-02 in the amount of \$695,000 to maintain the current level of course presentations for one year. This amount reflects \$522,000 in actual funds to be expended, and \$173,000 for the in-kind match POST will contribute through staff and subject matter expert hours.

Since the time of the first funding from OCJP, POST has contracted with San Diego Regional Training Center to facilitate the course presentations. Likewise, POST has contracted with a law enforcement or inter-governmental agency to provide a grant coordinator.

The existing grant has been extended to March, 2002 to allow for the completion of the current projects and the preparation of the final financial report to OCJP.

## ANALYSIS

These sixth year funds will permit POST to continue to provide the existing training to law enforcement and dispatch personnel in the area of domestic violence and sexual assault. Response from the field indicates there is strong interest and need for this training.

The following proposed spending plan has tentative approval from OCJP:

- 1) To expend funds for the one-year extension of a Grant Coordinator - total cost \$120,000.
- 2) To conduct three (3) additional presentations of the 8-hour Domestic Violence for First Responder course - \$3,588 @ course - total cost \$10,764.
- 3) To conduct two (2) additional presentations of the 24-hour Domestic Violence for Field Training Officers course - \$15,494 @ course - total cost \$30,988.
- 4) To conduct three (3) additional presentations of the 8-hour Domestic Violence for Public Safety Dispatcher course - \$3,588 @ course - total cost \$10,764.
- 5) To conduct five (5) additional presentations of the 40-hour Domestic Violence for the Criminal Investigator course - \$ 19,678 @ course - total cost \$98,394.
- 6) To conduct one (1) additional presentation of the 8-hour Domestic Violence Response Team Training - \$4,188 @ course - total cost \$4,188.
- 7) To conduct two (2) additional presentations of the 16-hour Developing the Expert Witness in Domestic Violence course - \$7,588 @ course - total cost \$15,176.
- 8) To conduct two (2) additional presentations of the 24-hour Domestic Violence for Hostage Negotiators course - \$12,918 @ course - total cost \$25,836.
- 9) To conduct two (2) additional presentations of the 8-hour Officer Involved Domestic Violence course - \$3,588 @ course - total cost \$7,176.
- 10) To conduct three (3) additional presentations of the 16-hour Sexual Assault for Campus Police - \$6,408 @ course - total cost \$19,224.
- 11) To conduct two (2) additional presentations of the 8-hour Sexual Assault for First Responders course - \$3,588 @ course - total cost \$7,176.
- 12) To conduct three (3) additional presentations of the 8-hour Sexual Assault for Public Safety Dispatcher - \$3,588 @ course - total cost \$10,764.
- 13) To conduct one (1) additional presentation of the 8-hour Sexual Assault Response Team Training - \$4,188 @ course - total \$8,376.

- 14) To create one (1) telecourse, Domestic Violence; A Matter of Culture, Part II for \$100,000 - total \$100,000.
- 15) To use \$25,000 to update the original Domestic Violence for First Responder course and materials - \$25,000
- 16) To use \$28,174 for instructor per diem and travel - total cost \$28,174.

Items 1 - 13 - \$368,826 to be approved for expenditure in this agenda item

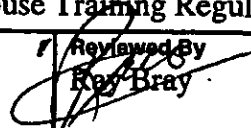

Items 14 - 16 - \$153,174 to be retained by POST for future contracts or in-house projects  
\$522,000

## RECOMMENDATION

Authorize the Executive Director to accept the additional VAWA SB-350 funding for 2001-02 in the amount of \$695,000 (\$522,000 plus \$173,000 in-kind match), to sign an interagency agreement with San Diego Regional Training Center for the facilitation of the course presentations in an amount not to exceed \$248,826, and to enter into an agreement with a public agency (to be determined) for a grant coordinator/management fellow in an amount not to exceed \$120,000.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Approval of Revisions to POST Elder Abuse Training Regulations		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> 	<b>Researched By</b> Jody Buna
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 7-18-01	<b>Date of Report</b> June 17, 2001
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE:

Should the Commission approve revisions to Commission Regulation 1081 related to Elder Abuse Training?

### BACKGROUND:

In calendar year 2000, the State Legislature mandated, in AB 1819 (Shelley), changes to Penal Code Section 13515 (Attachment A). The existing law requires police officers and deputy sheriffs assigned to field duties to complete an elder abuse training course certified by the POST Commission. The training is required by law to include specified subjects. AB 1819 expands the specified subjects to include dependent adults and adds to the list of required subjects physical and psychological abuse of elder and dependent adults and the role of adult protective services and public guardian offices.

### ANALYSIS:

POST Commission Regulation 1081 (25) puts into regulation the subjects required by Penal Code Section 13515. Regulation 1081 requires modification to mirror the changes made to the Penal Code. It is proposed that the training be Elder/Dependent Adult Abuse and new subjects added to the curriculum of certified courses. Additions of subjects of physical and psychological abuse of elders and dependent adults, and the role of adult protective services and public guardian offices, are proposed as modifications to Regulation 1081 (25) (Attachment B).

Staff has developed a two-hour telecourse and a supporting reference guide on elder/dependent, adult abuse in response to this legislative mandate. The telecourse and reference guide are scheduled for release on August 24, 2001, and will incorporate the required legislative changes. The existing law allows the training mandate to be satisfied by a telecourse. Officers that have met the training requirement may view the telecourse as an update, while newly assigned field officers can meet the training requirement by viewing the telecourse upon being assigned to field or investigative duties

**RECOMMENDATION:**

Approve revisions to Regulation 1081 related to elder abuse training, subject to results of a Notice of Proposed Regulatory Action. If no one requests a public hearing, the changes go into effect upon approval of the Office of Administrative Law.

**Assembly Bill No. 1819**

**CHAPTER 559**

An act to amend Section 13515 of the Penal Code and to amend Section 15610.53 of the Welfare and Institutions Code, relating to elder abuse.

[Approved by Governor September 18, 2000. Filed with Secretary of State September 20, 2000.]

**LEGISLATIVE COUNSEL'S DIGEST**

**AB 1819, Shelley. Elder abuse.**

Existing law requires police officers and deputy sheriffs assigned field or investigate duties to complete an elder abuse training course certified by the Commission on Peace Officer Standards and Training. The training is required to include specified subjects.

This bill would expand and recast the specified subjects to include dependent adults and would add to the list of required subjects physical and psychological abuse of elder and dependent adults, and the role of the local adult protective services and public guardian offices. The bill would also require the Attorney General, in conjunction with the Health and Human Services Agency, to establish a statewide elder and dependent abuse awareness media campaign subject to an appropriation for that purpose.

Existing law establishes the Elder Abuse and Dependent Adult Civil Protection Act which, among other things, requires specified mandated reporters to report instances of elder abuse, as defined, under certain circumstances and requires those reports to be investigated by local law enforcement and child protective agencies as specified. Elder abuse is defined to include mental suffering.

This bill would expand the definition of mental suffering to include, among other things, deceptive acts or false or misleading statements made with malicious intent to agitate, confuse, frighten, or cause severe depression or serious emotional distress. By expanding the definition of reportable elder or dependent abuse, this bill would impose increased duties on local officials.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement, including the creation of a State Mandates Claims Fund to pay the costs of mandates that do not exceed \$1,000,000 statewide and other procedures for claims whose statewide costs exceed \$1,000,000.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state,



reimbursement for those costs shall be made pursuant to these statutory provisions.

*The people of the State of California do enact as follows:*

**SECTION 1.** Section 13515 of the Penal Code is amended to read:

13515. Every city police officer or deputy sheriff at a supervisory level and below who is assigned field or investigative duties shall complete an elder and dependent adult abuse training course certified by the Commission on Peace Officer Standards and Training within 18 months of assignment to field duties. Completion of the course may be satisfied by telecourse, video training tape, or other instruction. The training shall, at a minimum, include all of the following subjects:

- (a) Relevant laws.
- (b) Recognition of elder and dependent adult abuse.
- (c) Reporting requirements and procedures.
- (d) Neglect of elders and dependent adults.
- (e) Fraud of elders and dependent adults.
- (f) Physical abuse of elders and dependent adults.
- (g) Psychological abuse of elders and dependent adults.
- (h) The role of the local adult protective services and public guardian offices.

**SEC. 2.** The Attorney General, in conjunction with the Health and Human Services Agency, shall establish a statewide elder and dependent adult abuse awareness media campaign. The Attorney General shall not expend any funds to establish this media campaign unless funds are expressly appropriated for the purposes of this section. No government or elected official shall appear, or be referenced, in the elder and dependent adult abuse awareness media campaign.

**SEC. 3.** Section 15610.53 of the Welfare and Institutions Code is amended to read:

15610.53. "Mental suffering" means fear, agitation, confusion, severe depression, or other forms of serious emotional distress that is brought about by forms of intimidating behavior, threats, harassment, or by deceptive acts performed or false or misleading statements made with malicious intent to agitate, confuse, frighten, or cause severe depression or serious emotional distress of the elder or dependent adult.

**SEC. 4.** Notwithstanding Section 17610 of the Government Code, if the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code. If the statewide cost of the claim for reimbursement does not exceed one million dollars (\$1,000,000), reimbursement shall be made from the State Mandates Claims Fund.

**13515. Elder and dependent adult abuse training course; required for police officers or deputy sheriffs; contents; condition.**

Every city police officer or deputy sheriff at a supervisory level and below who is assigned field or investigative duties shall complete an elder and dependent adult abuse training course certified by the Commission on Peace Officer Standards and Training within 18 months of assignment to field duties. Completion of the course may be satisfied by telecourse, video training tape, or other instruction. The training shall, at a minimum, include all of the following subjects:

(25) Elder/Dependent Adult Abuse - 2 Hours (Penal Code Section 13515).

- (a) Law Relevant laws
- (b) ~~Elder abuse recognition~~ Recognition of elder and dependent adult abuse
- (c) Reporting requirements and procedures
- (d) Neglect of Elders and Dependent Adults
- (e) Fraud of elders and dependent adults
- (f) ~~Victim/Witness Issues~~ Physical abuse of elders and dependent adults
- (g) Psychological abuse of elders and dependent adults
- (h) The role of local adult protective services and public guardian offices

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Contract Request for POST Management Fellow (Regional Skills Centers)		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> <i>[Signature]</i> Ray A. Bray	<b>Researched By</b> Ray A. Bray
<b>Executive Director Approval</b> <i>[Signature]</i> Kenneth J. O'Brien	<b>Date of Approval</b> 7-18-01	<b>Date of Report</b> July 10, 2001
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Should the Commission approve continued funding for a management fellow to manage the Regional Skills Training Center Program?

### BACKGROUND

In May of 1999, POST entered into a one -year contract with San Diego Regional Training Center for the services of a management fellow, to develop and manage the simulator project. This contract was extended a second year. Forrest Billington, the contracted Management Fellow, has chosen to semi-retire and is unable to work full time. Due to the addition of new Regional Skills Training Centers, the slower than expected acquisition and delivery of equipment, and the proposed expansion of the scope of training provided by each center as a result of the Perishable Skills Project, staffing continues to be required to manage the program.

### ANALYSIS

Due to the complicated nature of the project, the shortage of POST staff and the proposed addition of additional Center; the services of a management fellow continue to be required. The Regional Skills Training Center Program is constantly changing, with new instructors, new scenarios being developed and many requests for information and assistance from the field. Due to the vacant Law Enforcement Consultant positions, POST does not have full time available staff to address these issues. Therefore it is necessary to contract with a public entity for a special consultant/management fellow.

### RECOMMENDATION

Authorize the Executive Director to enter into a one-year interagency agreement with a public entity ( as yet to be identified) for the services of a management fellow for one year in an amount not to exceed \$110,000 to include salary and benefits. (ROLL CALL VOTE)

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract Request to Pilot the Mentally Ill and Developmentally Disabled Training Course		Meeting Date August 16, 2001
Bureau Training Program Services	Reviewed By <i>Ray A Bray</i>	Researched By Pat Hunton
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 7-20-01	Date of Report July 9, 2001
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Should the Commission authorize the Executive Director to enter into a contract with the San Diego Regional Training Center to pilot two advanced officer training classes on police intervention with persons who are mentally ill or developmentally disabled in an amount not to exceed \$15,000.

### BACKGROUND

In July, 2000, Assembly Bill 1718, authored by Assemblyman Hertzberg, amended Penal Code section 13515.25, which mandated POST to establish and keep updated a continuing education classroom training course relating to law enforcement interaction with developmentally disabled and mentally ill persons. POST contracted with a law enforcement agency for the services of a management fellow to conduct research and develop recommended curriculum. Subject matter experts and community advocates participated in the curriculum design and an interactive classroom setting conducive to adult learning. The curriculum development is nearing completion (Attachment A) and ready to be pilot tested.

Crimes against people with disabilities is a problem of unknown dimensions; however, it is estimated that crimes committed against individuals with developmental disabilities is 4 to 10 times higher than against the general public. More than half of crime involving a disabled victim is never reported to law enforcement, and those crimes that are reported have significantly lower conviction rates. Although POST has developed training directed towards dependent and elder abuse, interviewing techniques, and interacting with persons who are developmentally disabled; there is little instruction addressing interviewing strategies and techniques specifically to disabled victims of crimes.

### ANALYSIS

Amended 13515.25PC requires that the training course consist of classroom instruction utilizing interactive training methods to ensure training realism. The current draft curriculum has been designed using a model of instruction that has been proven successful for this type of training. This includes a team-teaching approach consisting of one instructor with a law enforcement background and one from mental health.

This method provides participants with accurate and complete information from each professional field and provides an example of interagency cooperation. The course, which is approximately eight hours in length, will incorporate interactive exercises to highlight training points and engage students in learning concepts. Each officer will be given a reference handbook to reference in the field.

It is necessary to present two pilot courses in order to evaluate the effectiveness of training and delivery methods, prior to reproducing training materials for distribution in the field. The San Diego Regional Training Center has worked with POST on similar projects and has indicated a willingness to present the pilots, one of which will be in Los Angeles and the other in Sacramento. Evaluations received from the two pilot presentations will enable POST to modify the curriculum and ensure training excellence. The final curriculum will then be reproduced and available for certification to certified presenters.

#### RECOMMENDATION

Authorize the Executive Director to contract with the San Diego Regional Training Center to conduct two pilot training classes on interacting with the mentally ill and developmentally disabled in an amount not to exceed \$15,000.

**Attachment A**

**TENTATIVE OUTLINE MI&DD**

- A Introduction & Definitions**
- A. Attitudes, Myths and Philosophy**
- B. What's In It For Me?**
- C. Causes and Nature of MI & DD**
- D. Identification and Response**
- E. Legal Issues**
- F. De-Escalation Techniques**
- G. Force Options/Officer Safety**
- H. Resources**

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Contract Request to Complete a Survey on the Impact of Domestic Violence Training		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> <i>Ray A. Bray</i>	<b>Researched By</b> Jan Bullard
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 7-19-01	<b>Date of Report</b> 7-19-01
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Should the Commission authorize the Executive Director to enter into an interagency agreement with San Diego Regional Training Center for the completion of one of the Violence Against Women Act (VAWA) grant projects; a study on the impact of the training presented over the past four years?

### BACKGROUND

On August 1, 1997, the Commission was the recipient of a VAWA Law Enforcement Training Grant in the amount of \$2,929,112. Since then the Commission has approved additional augmentations to the grant that have brought the current total to \$7,038,179. This amount includes \$1,759,545 for the in-kind match POST contributes through staff and subject matter expert hours. The funds were dedicated to several projects, one of which was a required study of the impact the VAWA domestic violence training has had over the past four years. There is now enough data to complete this survey and meet the terms and conditions of the grant.

### ANALYSIS

The study is designated to be a final review of the first four funding phases of the grant. When completed it will be submitted to the Office of Criminal Justice Planning (OCJP). The report will provide an indication of the impact seven domestic violence courses and eight telecourses, presented through the grant, have had on the status of domestic violence in California. Employing an outside agency to retrieve and analyze the data provides neutrality and credibility.

The data will be collected through surveys completed by students who attended the courses as well as prosecutor's offices and DV advocacy groups in those jurisdictions to ascertain the impact training may have had (i.e. better reports and investigations, more prosecutions, victims indicating increase in police empathy, etc.).

Throughout this grant, POST has worked with San Diego Regional Training Center. SDRTC has a complete understanding of the study requirements, and have indicated willingness to contract for this project. The cost for this study will be paid for out of the VAWA grant.

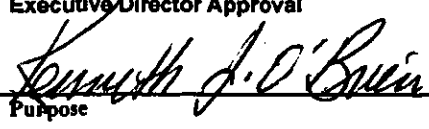
## RECOMMENDATION

Authorize the Executive Director to negotiate an interagency agreement with San Diego Regional Training Center for the completion of a study on the impact of VAWA training on domestic violence in California in an amount not to exceed \$75,000.00.



# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## COMMISSION AGENDA ITEM REPORT

<b>Agenda Item Title</b> Request approval to schedule a public hearing to expand the hourly Continuing Professional Training (CPT) requirement		<b>Meeting Date</b> August 16, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Ray A. Bray	<b>Researched By</b> Neil Zachary
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 7-18-01	<b>Date of Report</b> July 17, 2001
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

### ISSUE

Should the Commission schedule a public hearing in November 2001 to amend Commission Regulation 1005 (d) to expand the hourly Continuing Professional Training (CPT) requirement for regular and specialized peace officers, first-line supervisors, managers, and executives from 24 to 40 hours every two years?

### BACKGROUND

POST's current CPT requirement provides that every officer, first-line supervisor, manager, executive, dispatcher, and Level I/II reserve officer must complete 24 hours of POST-certified or approved training every 2 years. At the April 2000 meeting, the Commission directed staff to research expanding the hours to 40, consistent with its Strategic Plan Objective A3:

“Periodically review POST’s Continuing Professional Training (CPT) requirement including hours, frequency, and contact.”

At the January, 1999 meeting the Commission extended the CPT requirement to manager, executive, dispatchers, and Level I/II reserve officers. At the January 2001 meeting, the Commission amended the requirement to specify that 14 of the 24 hours for officers and first-level supervisors must include training on perishable skills and communication.

### ANALYSIS

In January 2001, staff met with individuals of 22 agencies, representing sheriffs, chiefs of police and state agencies for their input on this issue (see Attachment A). The group generally supported the retention of the existing two-year renewal period and strongly supported increasing CPT hours to 40. Reasons cited for increasing CPT include the following:

Periodic refresher training through the CPT requirement has been the primary means by which law enforcement agencies have defended themselves against civil liability claims of negligent training. Such training is frequently the subject of scrutiny by courts and litigants. The Commission’s recent action approving specified content (perishable skills and communications) was in part recognition of this liability exposure.

Other states have recognized the increasingly complex nature of law enforcement. Currently, 22 states have surpassed California's 24 hour biannual CPT requirement. Of the 22, five states mandate 40 hours annually and 15 states mandate a minimum of 16 hours annually (32 hours biannually). The average required hours on a biannual basis for 20 (40%) of the 22 states is 48.7 hours, twice the California requirement. Four states have triennial requirements.

POST's CPT training requirement has been and continues to be the benchmark upon which law enforcement agencies annually justify their training budgets. Many law enforcement agencies exceed POST's minimum (24 hours every 2 years) as indicated by a recent analysis of POST's training records for law enforcement agencies participating in the POST Program. For the last 3 years ('97-'99), officers have completed an average of 56.6 hours per year (113.2 hours biannually), considerably more than the current proposal. These averages infer most agencies already exceed 40 hours every two years. (However, some agencies may be providing less training than is being proposed). An increased CPT requirement for all regular and specialized officers of all ranks will provide law enforcement agencies significant justification for seeking increased training budgets.

A review of *all* California peace officer training records over the past three fiscal years reveals the following average training hours received by each officer. Review of these statistics shows that the average *annual* training hours per officer exceeds 40 hours.

<u>Fiscal Year</u>	<u>Trainees</u>	<u>Individuals Trained</u>	<u>Training Hours</u>	<u>Average Training Hours</u>
1997-1998	168,048	52,486	2,680,684	51.1
1998-1999	175,459	52,426	2,825,125	53.9
1999-2000	132,930	48,651	2,227,496	54.3

Total Sworn Personnel: 60,916

POST has afforded law enforcement agencies alternative methods for satisfying the CPT requirement including: 1) use of multimedia training programs within each agency, 2) viewing and documentation of POST's Telecourses, 3) recognition of certain non-POST certified training courses that are presented out of state, 4) conference attendance that has been certified by POST, and 5) testing in lieu of training for perishable skills. In addition, POST has a skills and knowledge course certification program that enables law enforcement agencies to conveniently present certified training within their departments.

Flexibility is also afforded law enforcement agencies in scheduling CPT training. Some agencies would opt to have officers complete a 40 hour course once every two years. Others would rather have more frequent training and thus send officers for a 20+ hour course each year. POST regulations also permit recognition of any combination of POST-certified training courses as long as they total the minimum required hours (proposed 40 every 2 years).

This proposal is to restrict its application to regular and specialized officers of all ranks. Excluded groups would include Level I/II reserve officers, and dispatchers. It is believed that the greatest refresher training needs relate to regular and specialized officers of all ranks. Most statutory training mandates focus on these officers and they are most in jeopardy in terms of on-the-job death and injuries. Furthermore, most agency liability actions arise out of the actions of regular and specialized officers.

The frequency cycle (every two years) was also reviewed as part of this research. There was consensus among an ad hoc advisory group of law enforcement professionals (See Attachment A) that the existing two-year cycle should remain unchanged. It provides sufficient flexibility for agencies to train more frequently if training needs exist. There is general agreement that the two-year cycle has served law enforcement well, and there is no need for change.

**Cost Implications.** It is believed that there would be very modest cost increases for POST in terms of reimbursement because most law enforcement agencies are already exceeding the proposed 40 hours every two years. For law enforcement agencies not now training their officers at this level there would be some additional costs, particularly salary. Most all other costs (travel, per diem, tuition) are reimbursable by POST. Many courses are also presented by community colleges and thus agencies incur only nominal costs. Furthermore, agencies have some options for satisfying CPT (as previously enumerated) that provide reduced costs, i.e. multimedia training courses, Telecourse viewing, etc. POST currently has no reimbursement cap on annual training of officers.

Because there may be some budgeting implications for some law enforcement agencies to meet this proposed new requirement, it is proposed that the effective date be established at July 1, 2003.

**Compliance by Agencies.** Since most law enforcement agencies are already complying with the proposed increase, there should be nominal impact from a standards compliance perspective. The primary reason for agencies to be in non-compliance with POST's standards currently is with CPT for Level I reserve officers. While there is some justification for including Level I/II reserve officers, there appears to be more compelling justification for not addressing them at this time.

## **RECOMMENDATIONS**

It is recommended that the Commission schedule a public hearing in November 2001 to amend Regulation 1005 (d) to expand the hourly Continuing Professional Training (CPT) requirement for regular and specialized peace officers, first-line supervisors, managers, and executives from 24 to 40 hours every two years.

Attachment A

Alameda County Sheriff's Department  
6289 Madigan Road  
Dublin, CA 94568-3315  
Att: Captain Richard Bond  
925-551-6970

Department of Alcohol Beverage Control  
3810 Rosin Court #150  
Sacramento, CA 95834  
Att: Dan Toomey, Training Unit  
916-263-6911

Amador County Sheriff's Department  
700 Court Street  
Jackson, CA 95642-2130  
Att: Sergeant Ron Rockett  
209-223-6500

Beverly Hills Police Department  
464 North Rexford Drive  
Beverly Hills, CA 90210-4817  
Att: Sergeant Tim West  
310-285-2130

Butte County Sheriff's Department  
33 County Center Drive  
Oroville, CA. 95965  
Att: Sheriff-Coroner Scott Mackenzie  
Sergeant Steve Pelton  
530-538-6820

Calif. Assoc. of Police Training Officers  
3443 Routier Road #B  
Sacramento, CA. 95827  
Att: Lieutenant Dennis Marcheschi  
916-875-8948

California Dept. of Motor Vehicles  
Division of Investigation  
P.O. Box 825389 MS N-223  
Sacramento, CA. 94232-3890  
Att: Michelle Barnes, Training Coordinator  
[mbarnes@dmv.ca.gov](mailto:mbarnes@dmv.ca.gov)  
Kimberly Secrease  
916-657-8993

California Highway Patrol  
3500 Reed Avenue  
West Sacramento, CA. 95606  
Att: Captain Cathy Sulinski  
916-376-3200

Fresno Police Department  
2326 Fresno Street  
P.O. Box 1271  
Fresno, CA. 93715-1271  
Att: Sergeant Bill Dooley  
559-498-2516

Glendale Police Department  
140 N. Isabel Street  
Glendale, CA. 91206  
Att: Sergeant Richard Navarro  
818-548-3117

Kern County Sheriff's Department  
1350 Norris Road  
Bakersfield, CA. 93308  
Att: Commander Claudia Fivecoat  
661-391-7563

Long Beach Police Academy  
7290 Carson Blvd  
Long Beach, CA. 90808  
Att: Lieutenant Greg Allison  
Officer Richard Hill  
562-570-5890

Los Angeles County Sheriff's Department  
11515 Colima Rd, Bldg A1-4, F114  
Whittier, CA 90604  
Att: Lieutenant Brian Smith  
562-946-7062

Marin County Sheriff's Office  
3501 Civic Center Drive, Rm 145  
San Rafael, CA. 94903  
Att: Cokie Lepinski  
415-507-4123

Attachment A

Montclair Police Department  
P.O. Box 2308  
5111 Benito St.  
Montclair, CA 91763  
Att: Officer Robert Steele  
909-625-9474  
Fax 909-621-4413

South Lake Tahoe Police Department  
1352 Johnson Blvd  
South Lake Tahoe, CA 96150  
Att: Debra De Venzio,  
Training Coordinator  
530-542-6139

Oakland Police Department  
Academy  
455 Seventh Street  
Oakland, CA. 94607  
Att: Captain Dennis Shinn,  
Academy Coordinator  
Lieutenant Jeffrey Israel  
510-238-3552

Orange Police Department  
1107 N. Batavia Street  
Orange, CA. 92667  
Att: Dan Cahill, Training Coordinator  
714-744-7322

Redding Police Department  
1313 California Street  
Redding, CA. 96001-0698  
Att: Captain Chuck Byard  
530-225-4285

Riverside Police Department  
4102 Orange Street  
Riverside, CA. 92501  
Att: Sergeant Hector Heredia  
909-826-5894

Sacramento Police Department  
900 8<sup>th</sup> Street  
Sacramento, CA 95823-0441  
Att: Captain Mary Savage  
916-433-4006

San Diego Police Department  
Training Supervisor  
1401 Broadway  
San Diego, CA 92101-5710  
Att: Lieutenant Bob Stinson  
619-388-7451

**POST ADMINISTRATIVE MANUAL**  
**COMMISSION PROCEDURE D-2**  
**CONTINUING PROFESSIONAL TRAINING**

**Purpose**

**2-1. Specification of Continuing Professional Training:** This Commission procedure implements that portion of the Minimum Standards for Training established in Section 1005(d) of the Regulations for Continuing Professional Training.

**Recommended Content**

**2-2. Continuing Professional Training Content:** The Commission recommends the following topics be considered, but not required, as part of Continuing Professional Training for officers assigned to enforcement duties:

- New Laws
- Recent Court Decisions and/or Search and Seizure Refresher
- Officer Survival Techniques
- New Concepts, Procedures, Technology
- Discretionary Decision Making (Practical Field Problems)
- Civil Liability-Causing Subjects
- Ethics
- \*Perishable Skills

\*Perishable skills are those skills used by an enforcement officer to obtain compliance by persuasion, or to compel compliance by the use of force. These skills tend to deteriorate if not reinforced through training and practice; Tactical Communications, Defensive Tactics, Chemical Agents, Impact Weapons, Firearms, Use of Force Judgment, and Driver's Training.

The training may include the Advanced Officer Course or other currently needed subject matter such as the topical areas of the Basic Course, Commission Procedure D-1. It is suggested elective subjects address current and local problems or needs. The Advanced Officer Courses shall consist of time blocks of not less than two hours each, regardless of the subject matter, with an overall minimum of no less than 24 40 hours. The maximum time period for presenting an Advanced Officer Course is 180 days.

For managers and executives, it is recommended that 2 hours of CPT within every 2 calendar years be devoted to instruction in updates on perishable skills training required in this procedure.

**Alternative Methods of Compliance**

**2-3. Non-POST Certified Courses.** The successful completion of the following non-POST- certified courses satisfies the CPT requirement:

<b>Course and Hours</b>	<b>Presenter</b>
The FBI National Academy (236)	Federal Bureau of Investigation
The FBI National Executive Institute (120)	Federal Bureau of Investigation
Dignitary Protection School (48)	United States Secret Service
Traffic Accident Reconstruction 1 (40)	Northwestern Traffic Institute
Traffic Accident Reconstruction 2 (80)	Northwestern Traffic Institute
National Sheriff's Institute (80)	National Sheriff's Association

Post Blast Investigative Techniques (69)  
Hazardous Devices School, Ala. (200)  
Special Weapons and Tactics (min. 24 hrs.)  
Senior Management Institute for Police (90)

Federal Law Enforcement Training Center  
Federal Bureau of Investigation  
Entities of the United States Armed Forces  
Police Executive Research Forum (PERF)

**Historical Note:**

Procedure D-2 was adopted and incorporated by reference into Commission Regulation 1005 on April 15, 1982 and amended July 1, 2000, September 11, 2000, and November 13, 2000.

1005 (d) Continuing Professional Training (Required).

- (1) Every regular and specialized peace officer of all ranks, Level I and Level II Reserve Officer as defined in Commission Procedure H-1-2(a) and H-1-2(b), Public Safety Dispatcher as defined in Commission Procedure 1001(aa), and Public Safety Dispatch Supervisor, shall satisfactorily complete the Continuing Professional Training (CPT) requirement of 24 or more hours at least once every two years. Every regular and specialized peace officer of all ranks, after July 1, 2003, shall satisfactorily complete the CPT requirement of 40 or more hours at least once every two years. The CPT requirement is set forth in PAM, section D-2.

**\*Determination of Two-Year Period:** The beginning date for the two-year compliance cycle will be determined as follows (see note for exception):

For all regular and specialized peace officers of all ranks: below the rank of middle management: completion date of the Regular Basic Course or Specialized Investigators' Basic Course, whichever is the appropriate entry-level training.

For coroner peace officers of all ranks: below the rank of middle management: Upon completion date of Arrest and Firearms training (PC 832).

For Level I reserve officers: July 1, 1995.

For all Level II reserve officers: July 1, 1999.

~~For all peace officers appointed to a middle management position or above,~~ Public Safety Dispatchers, and Public Safety Dispatch Supervisors: July 1, 2000.

Note: Appointment date will be used when the individual's appointment to the position occurs after the date specified above.

- (2) The above CPT requirement may be met by satisfactory completion of ~~a minimum total of 24 hours of~~ one or more certified Advanced Officer Courses, technical courses, and POST Special Seminars (those designed for training and not those designed to provide advice/input to POST), or an alternative method of compliance as determined by the Commission, i.e. Commission selected non-POST certified courses (Commission Procedure D-2, Regulation 1060 CPT Credit Procedures. Requirements for presentation of Advanced Officer, POST Special Seminars, and technical Courses are set forth in PAM sections D-2, D-8 and D-6 respectively.



- (3) Peace officer supervisors may satisfy the CPT requirement by completing any POST-certified supervisory and/or management training course(s), in addition to the methods specified in (2) above.
- (4) Peace officers in middle management or executive positions may satisfy the CPT requirement by completing any executive training course(s), in addition to the methods specified in (2) and (3) above.

State of California

Department of Justice

MEMORANDUM

Date: July 9, 2001

To : POST COMMISSIONERS

From : BILL KOLENDER, Chairman  
Long Range Planning Committee

Subject : REPORT OF THE LONG RANGE PLANNING COMMITTEE

The Committee met at POST Headquarters, 1601 Alhambra Boulevard, Sacramento, on July 9, 2001, at 10:00 a.m. Present were Commissioners Kolender, Cobb, Flannagan, Fox, and Sampson. Commissioners Baca and Lopez were absent. Commissioners Holden and Hunt, Kevin Otto, Advisory Committee, and Don Lint, Los Angeles Police Protective League, attended as visitors. POST staff present included Ken O'Brien, Mike DiMiceli, Glen Fine, and Hal Snow.

The Committee received reports from staff on the following issues:

Quarterly Report on Strategic Plan Implementation

The Committee received a report that describes progress to implement the Strategic Plan since the revised Plan was approved by the Commission. Following discussion, the Committee accepted the report.

University of Phoenix Request for Certification

The staff report described the history of a request from the University of Phoenix for certification of a program entitled the Law Enforcement Professional Training Program. Staff has previously declined to certify the individual 1-day classes or the program. In March 2001, the University asked the Executive Director to reconsider the staff's decision. The report describes the history of discussions concerning the program, presents the reasons that staff declined to certify the program, and includes a recommendation to not certify the program.

Following discussion, the Committee unanimously accepted the report and the staff recommendation to not certify the Law Enforcement Professional Training Program offered by the University of Phoenix (Motion-Sampson, Second-Fox).

### Report on POST Safe Driving Award

At the request of the Committee, staff assessed the feasibility of creating a POST Safe Driving Award. The report presented the results of that research including an estimate of costs, and advantages and disadvantages.

Following discussion, the Committee unanimously accepted the report and declined to create a POST Safe Driving Award (Motion-Flannagan, Second-Cobb).

### Status Report on the Law Enforcement Agency Accreditation Program

Penal Code Sections 13550-53 requires the Commission to implement an accreditation program for law enforcement agencies when funding from "nongeneral funds is approved by the Legislature." Such funding has not been available and the program has not been implemented. In April 2000, the Long Range Planning Committee directed staff to assess the support statewide for the program and to prepare a budget change proposal for new funds to implement the program. The survey was completed but the funding proposal for FY 2001/02 was withdrawn.

This report describes the status of the accreditation program. Following discussion, the Committee unanimously accepted the report, recommended staff do no additional work to implement the program, and directed staff to provide a status report during FY 2002/03 (Motion-Fox, Second-Flannagan).

### Ethics Symposium

At the March 2001 meeting, the Long Range Planning Committee directed staff to develop a plan for a symposium on Ethics and Leadership to be focused on field training officers and first line supervisors.

This report recommends the planning for the symposium be delayed until 2002. Following discussion, the consensus of the Committee was to direct staff to prepare a proposal for the symposium to be presented at the December 2001 committee meeting, including the goal of presenting the symposium around July 2002.

### Status of the Racial Profiling Training Mandate

This informational report described the status and progress of the work to develop training on racial profiling, as required by Penal Code Section 13519.4 (SB 1101, Murray). The training must be offered no later than January 1, 2002.

Following discussion, the Committee accepted the report.

### Proposal to Increase the Continuing Professional Training Requirement

This report described the research leading to the recommendation from staff to increase the Continuing Professional Training Requirement for officers and supervisors to 40 hours every 2 years. The current requirement is 24 hours every 2 years, including 24 hours of specified perishable skills training. Staff proposes a public hearing at the January 2002 Commission meeting to consider the changes to the regulation that are necessary to increase the requirement.

Following the discussion the Committee unanimously directed staff to propose the application of the 40 hour requirement to all ranks of peace officers, exclude dispatchers and reserves from the new requirement, and to continue the work necessary to increase the requirement (Motion-Cobb, Second-Sampson).

### Workshop for Commissioners

Executive Director O'Brien proposed a workshop for the Commission, to be scheduled for a mutually convenient time and location, wherein current and future issues confronting the Commission could be discussed. The consensus of the Committee was to approve a workshop and recommend the approval by the Commission. The Executive Director will coordinate planning for the workshop.

### Schedule of Future Commission Meetings

Following discussion, the consensus of the Committee was to direct the Executive Director to resume the regular schedule of quarterly Commission meetings in January, April, July, and October, and to schedule the meetings at least one year in advance.

In addition, there was consensus that the November 1, 2001, meeting would be moved back one week to November 8, 2001, due to a scheduling conflict with several members of the Commission.

### Review of 2001 Commission Policy Manual

A variety of changes to Commission policies and the policy manual were presented to the Committee for review and discussion. Following a brief discussion, the consensus of the Committee was to direct staff to present the policies and manual to the Commission for approval at the August 2001 meeting.

### POST Budget

The Executive Director provided a brief explanation of the status of the State budget and the POST budget, neither of which is approved at the time of the meeting. Additional information will be provided to the Finance Committee and the Commission at the August meeting.

**Status of Assembly Bill 882**

The Executive Director reported briefly on the status of AB 822 (Cedillo) that deals with the POST Basic Certificate. The bill is at the Senate Public Safety Committee and its future is uncertain.

The Committee adjourned at 12:30 p.m.

## **Commission Policy Manual Revision - 2001**

The following amendments and deletions are proposed for revision of the *Commission Policy Manual*:

**A1. POST Certificate Awards Affecting Basic Training Requirements**

Recommend deletion - policy is obsolete.

**C7. Certified Course Presenters-Out-of-State**

Recommend deletion - cited in PAM.

**C8. Basic Course Performance Objectives**

Recommend deletion - this policy was rescinded by the Commission on April 16, 1998.

**C9. Agency Specific Performance Objectives**

Recommend deletion - this policy was rescinded by the Commission on April 16, 1998.

**C10. Optional Performance Objectives Basic Course**

Recommend deletion - this policy was rescinded by the Commission on April 16, 1998.

**C11. Extended Format Basic Course Length**

Recommend deletion - not a valid time limitation.

**C13. Budget Submission for Tuition Courses**

Recommend deletion - budget submission in regulation.

**D2. Legislatively Mandated Training**

Revised by Commission on November 6, 1997

**D3. Reimbursement Program**

Recommend deletion - current reimbursement program procedures in PAM, Section E-1.

**E1. Lengthy Surveys**

Recommend deletion - not a valid time limitation.

**F1. Unit Fees.**

Recommend deletion - 27-year old policy - new in regulation.

**F2. Eligibility Criteria for Agencies in the POST Reimbursement Program.**

Recommend deletion - obsolete - no longer followed by Commission.

**F3. Administrative Discretion for Reimbursement**

Recommend deletion - regulatory

**F4. Payment of Reimbursement Claims**

Recommend deletion - obsolete

**F5. Reimbursement for Training of Dispatchers**

Recommend deletion, obsolete.

**F6. Driver Training Simulator Program Funding.**

Recommend deletion - obsolete - no longer followed by Commission.

**G1. Waiver of Reading Ability Test**

Recommend deletion - in Regulation 1002(b)

**G3. New Agency Standards**

Recommend deletion - in Regulation

**G4. Use of POST Entry-Level Reading and Writing Tests by State Agencies.**

Recommend deletion - obsolete

**H2. Law Enforcement Training Media Productions - POST's Role**

Recommend deletion - obsolete - no longer followed by Commission.

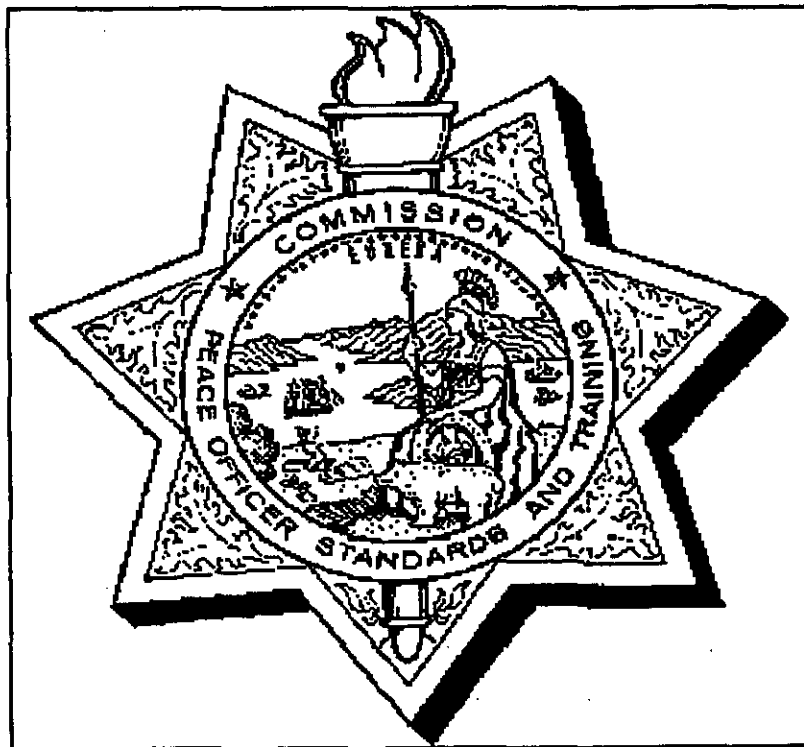
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**POLICY MANUAL**

**19992001**



Commission on Peace Officer Standards and Training

COMMISSION  
POLICY MANUAL  
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~~A. CERTIFICATES~~

~~A1. POST Certificate Awards Affecting Basic Training Requirements~~

~~All matters relating to the issuance of POST certificates, as they affect basic training requirements, are to come before the Commission as a matter of course.~~

~~Commission Meeting: 7/17/80~~

## **B. COMMISSION**

### **B1. Conformance Reports**

Agency conformance reports to the Commission will be based upon the following definitions:

- a) Voluntary Non-Conformance: The agency is aware of its deficiencies and is making little or no effort to conform with Commission standards.
- b) Involuntary Non-Conformance: Deficiencies exist but the agency is working to comply with POST standards.
- c) Technical Non-Conformance: The agency is substantially in conformance, but minor deficiencies were noted which require additional documentation by the agency to conform fully to POST standards.

Only those agencies found in Voluntary Non-conformance shall be listed by name in the report on Non-Conformance to the Commission, and the categories Involuntary Non-Conformance and Technical Non-Conformance shall be reported by citing the number of agencies falling under each category rather than listing the agencies by name.

Commission Meeting: 1/26-27/78

### **B2. Commission Agenda Material Mailing**

All agenda item material must be sent to the Commissioners at least two weeks before Commission meetings. Items that cannot be finalized and mailed by that time are to be held for the next Commission meeting. Financial reports are excepted.

Commission Meeting: 7/27-28/78  
Ref: PIM, *Commission Meeting Agenda Format*

### **B3. Contracts**

All contracts or interagency agreements in excess of \$10,000 shall be approved by the Commission.

After contracts or interagency agreements are approved by the Commission, the Executive Director is authorized to make any of the following modifications:

- a) An extension of time,
- b) An increase in cost up to \$2,500, or
- c) A modification of contractual services or solutions to other technical problems.

Contracts or interagency agreements of \$10,000 or less may be entered into upon the authority of the Executive Director without approval of the Commission.

The Executive Director shall periodically report to the Commission on all contracts, and once each year on a predetermined date submit a written report to the Commission which enumerates the contracts and interagency agreements entered into during the year, and the status of each, showing the amount of money encumbered for contracts.

Commission Meeting:	4/16/81
Revised:	1/24/85
Ref: PIM, <i>Contracts</i>	

#### **B4. Commission Meeting Site**

Commission meetings shall be scheduled in cities within the State in the vicinity of major airports for travel convenience.

Commission Meeting:	1/17/80
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#### **B5. Advisory Committee, Service and Appointment of Members**

- a) Members are appointed by the full Commission.
  - (1) Members representing an association or agency may nominate one individual for appointment to the Advisory Committee. The Commission may reject a nominee, or review and modify this policy at any time. The Commission will appoint an individual from the nominees.
  - (2) The public members are nominated by members of the Commission. If more than one nomination exists for an opening, the Chairman of the Commission shall poll the Commissioners to determine the nominee.

- b) Members always serve at the pleasure of the Commission, with a normal term for members being three years.
- c) The appointment cycle of members is on a September-to-September basis, in conformance with Commission Appointments, with staggered terms.
- d) The Advisory Committee Chairman and Vice-Chairman are elected by their fellow members at the last scheduled meeting of each calendar year.
- e) A member's unexcused absence from two consecutive regularly scheduled meetings shall result in formal review by the Commission of the member's status for consideration of removal from the Advisory Committee.
- f) A member's service shall, where appropriate, be reviewed annually by the Commission with the association or group represented.
- g) Members are not allowed to send alternates to represent them at meetings.
- h) The Advisory Committee shall schedule as far in advance as practical at least four meetings annually, any one or more of which may be canceled if deemed not necessary by the Chairman. One of the four scheduled meetings shall be with the Commission or its representatives, preferably at or near the site of the Commission meeting and the day before.
- i) The Chairman of the Advisory Committee shall attend Commission meetings and serve as spokesman for the Advisory Committee.

Commission Meeting: 1/27/83  
 Revised: 11/6/97

#### **B6. Advisory Committee, Orientation**

- a) New POST Advisory Committee Members shall be invited to visit POST Headquarters within six months of their appointment for orientation to POST and its activities. This visit should be in conjunction with a Sacramento Commission meeting, to allow new member(s) to observe Commission deliberations and to personally meet the Commissioners.
- b) After the initial orientation meeting in Sacramento, Advisory Committee Members shall only be reimbursed for expenditures incurred while attending scheduled Advisory Committee meetings, with the exception of the annual joint Commission/Advisory Committee meeting.
- c) The annual Commission/Advisory Committee meeting should include a no-host informal luncheon, for all Commissioners and Advisory Committee Members.

Commission Meeting: 4/19/84



**B7. Recognition of Exemplary Law Enforcement Service**

Exemplary law enforcement service may be recognized and appropriate resolutions, letters or other forms of expression may be presented to honorees at the time of retirement. The Chairman of the Commission and the Executive Director shall determine and issue the appropriate type of recognition, and shall advise the Commission of such actions periodically.

It is not the Commission's intent that this policy obligate the Commission to recognize all retiring law enforcement officials; the policy is meant to be a guideline, when occasional requests are received for expressions of recognition to retiring law enforcement officials.

Commission Meeting:

10/23/86

## **C. COURSES**

### **C1. Labor Management Courses**

The Commission will not certify courses which train "management" and/or "employees" in labor negotiations. The Commission will certify courses concerning labor/management.

Commission Meeting: 3/25/77  
Revised: 11/6/97

### **C2. Scope of Basic Course Certification**

When the Commission certifies presentations of the Basic Course, the act of certification means:

- a) The Commission has been assured that facilities, instructional staff, and course management are adequate.
- b) The Commission has been assured that at least the minimum curriculum content and hours of instruction (Section D-1, POST Administrative Manual) will be presented in the Basic Course.
- c) Agreement exists that the Commission will monitor presentations to assure conformance of minimum standards and maintain quality control.

Certification does not imply the Commission has adopted any locally required training subjects as state-level requirements, nor does the Commission take responsibility for the adverse impact of any locally required subject matter.

Commission Meeting: 4/20-21/78

### **C3. Team Teaching**

Team teaching is defined as having two or more instructors in the classroom for actual teaching purposes and under conditions which the particular subject matter, material, or format of instruction may require, which may include workshops, exercises or panel discussions. No coordinator or observer, while acting as such, will be considered simultaneously a teacher.

Commission Meeting: 7/29/77

#### **C4. Regional Curriculum Development**

Los Angeles Police Department and any other department of comparable size are recognized as a region for curriculum consideration in certifying training courses.

Commission Meeting: 1/20-21/77

#### **C5. Regional Training**

The Commission recognizes training zones; and:

- a) Priorities for each zone shall be used as a planning tool by POST staff, training agencies, and the Commission in the development and certification of training.
- b) Allocation of training responsibilities within these zones shall be decided, in POST Problem-Solving Seminars, by principals in the zone.

Commission Meeting: 10/76  
Revised: 11/6/97

#### **C6. Tuition Charges for Nonreimbursable Students**

When POST contracts for a course and that course presenter allows nonreimbursable students to attend that course, those students shall be charged an appropriate tuition and the amount of the contract shall be reduced accordingly. Exceptions may be authorized by written approval of the Executive Director.

Commission Meeting: 4/24/80

#### ~~C7. Certified Course Presenters-Out-of-State~~

~~Qualified out-of-state course presenters may be considered for certification. (Note: Staff assumes such courses would be presented in California.)~~

~~Commission Meeting: 10/23/80~~

**~~C8: Basic Course Performance Objectives Changes~~**

~~Performance Objectives for the Basic Course requiring major changes (additions or deletions) shall be approved by the Commission in advance of their adoption.~~

~~Minor changes in the Basic Course Performance Objectives may be made administratively and will take effect immediately. They must be reported to the Commission annually at its July meeting.~~

~~Commission Meeting: 10/23/81~~  
~~Commission Rescinded: 04/16/98~~

**~~C9: Agency Specific Performance Objectives~~**

~~Effective July 1, 1984, POST staff shall discontinue usage of Basic Course Performance Objectives that contain "agency specific" language.~~

~~Commission Meeting: 10/20/83~~  
~~Commission Rescinded: 04/16/98~~

**~~C10: Optional Performance Objectives Basic Course~~**

~~Effective July 1, 1984, POST staff shall discontinue designating certain Basic Course Performance Objectives as "optional."~~

~~Commission Meeting: 10/20/83~~  
~~Commission Rescinded: 04/16/98~~

**~~C11: Extended Format Basic Course Length~~**

~~\_\_\_\_\_The extended format basic course curriculum shall be presented within 10 consecutive months:~~

~~\_\_\_\_\_Commission Meeting: \_\_\_\_\_1/18/79~~

**C12. Command College - Applicant Requirements**

Applicants to the Command College must meet the following qualifications:

1. Eligible to possess a POST Management Certificate,
2. Be currently employed in a management position or higher, in an agency participating in the POST regular or specialized program,

3. Have experience in a leadership position with the ability to influence policy or impact the operation of the agency,
4. Have involvement in community and professional activities,
5. Have leadership potential as viewed by others,
6. Have basic word processing skills,
7. Have the ability to express an understanding of the dynamics of leadership in a law enforcement agency, both in writing and verbally,
8. Have evidence of interest in major issues and concerns facing the future of California law enforcement, and
9. Be nominated to attend by the applicant's agency and chief executive.

Commission Meeting: 10/18/84  
 Revised: 10/24/85 & 4/18/96

### **~~C13. Budget Submission For Tuition Courses~~**

~~An agency presenting a POST-certified course for which it charges tuition to other law enforcement agencies for this training, is required to submit course budget information using POST forms "to assure that costs passed on to agencies participating in the program are appropriate."~~

~~Commission Meeting: 3/73~~

### **C14. Command College Chief Executive Admittance Guidelines**

1. Effective July 1, 1988, chiefs of police and sheriffs will participate in the same selection process with the general applicant population.
2. Five positions shall be reserved for chiefs of police and sheriffs in each Command College class.
3. After successful completion of the selection process and acceptance to attend a Command College class, notification of acceptance to the city manager or city/county administrator shall be made at the discretion of the concerned chief of police or sheriff.
4. Chiefs of police, sheriffs, and other prospective Command College participants shall be encouraged to contact graduates of the Command College for understanding of the commitment the program requires.
5. A statement shall be included on the Command College applications regarding the candidate's intent to remain in public law enforcement for three years following graduation.

Commission Meeting: 10/23/86

**C15. Non-Reimbursable Agencies' Personnel Attending the Command College**

Allow persons from non-reimbursable agencies to apply for admission to the Command College with a maximum of three students from this category for each Command College class. A tuition for each trainee for the two-year course shall be charged to nonreimbursable agencies; the amount of the tuition charged shall be reviewed annually. This policy takes effect for all classes beginning after January 22, 1987.

Commission Meeting: 4/23/87

**C16. Command College Graduate Awards**

Outside entities that wish to present awards to outstanding Command College graduates should make arrangements for such with individual agencies. Awards of this type shall not be made at Command College graduations.

Commission Meeting: 1/21/88

**C17. Executive Secretary Course Certification**

The Commission will certify courses to train Chief Executive secretaries in their duties, but agencies will not be eligible for POST reimbursement of any training expenses associated with this course.

Commission Meeting: 10/17/95

## **D. LEGISLATION**

### **DI. Legislative Policy**

- a) The Commission shall assume a leadership role on selective legislation pertaining to its mission and goals in improving law enforcement. "Leadership role" in the context of this policy is defined as: a) Identifying, anticipating and soliciting legislative needs related to POST and its objectives; b) Conducting research which relates to the evaluation and formation of legislative proposals; and c) Following and testifying on relevant legislative matters.
- b) The Commission shall extend full cooperation to the Legislature, the Executive Branch, and other interested parties on all legislative matters.
- c) The Commission may oppose or seek modification of legislation which would:
  - (1) Augment the Commission's workload without adequate financing.
  - (2) Impose by law programs which the Commission is now legally empowered to establish administratively.
  - (3) Detrimentially impact a source of revenue for the Peace Officer Training Fund.
- d) Staff Discretion
  - (1) On legislative topics where there is established Commission policy, the POST Executive Director is authorized to speak in behalf of the Commission and perform necessary legislative activities without prior authorization.
  - (2) On legislative topics of a controversial nature, or where substantive issues are involved, and time constraints preclude awaiting a regular Commission meeting, the Chairman of the Legislative Review Committee shall be solicited for direction.
  - (3) On legislative matters of a technical or non-policy nature, staff is authorized to testify or perform other legislative activities necessary to clarify issues, laws, procedures, or processes.

Commission Meeting: 10/29/76

**D2. Legislatively Mandated Training**

~~The Commission shall be supportive of only those legislatively mandated training programs which include funding provisions.~~

The Commission shall review each legislative proposal involving an unfunded training mandate in order to determine merit, need, and impact.

Commission Meeting: 9/13/73 & 7/26/79  
Revised: 11/17/84 & 11/06/97

**D3. Reimbursement Program**

~~The position of the Commission is to oppose any legislative mandate which would include categories in the reimbursement program other than established by statute in Penal Code Section 13522, e.g., police and sheriffs of cities, counties or districts authorized to maintain police departments.~~

Commission Meeting: 6/14-15/73  
Refer also: PAM Section E-1-2

**D4. Distribution of Law Enforcement Equipment**

The Commission will oppose all future legislative efforts that would involve the process of distributing equipment to law enforcement in California.

Commission Meeting: 9/13/73  
Refer also: Government Code Section 50082

**D5. New Categories of Peace Officer, Reimbursement Program**

The immediate position of the Commission is neutral on legislation making new categories of peace officers eligible for POST reimbursement when there is included in the measure:

- 1) an appropriation to POTF equal to the estimated reimbursement cost of the new category; and
- 2) legislative intent language that every year thereafter the POST Aid to Local Government budget is to be augmented by the cost of such legislation.



This position shall remain in effect only until the next scheduled Commission meeting at which time the legislation will be reviewed and an official Commission position articulated.

Commission Meeting: 10/22/82

**D6. New Categories of Peace Officers, In General**

The immediate position of the Commission is to oppose proposed legislation to establish new categories of peace officers without a feasibility study as required by PC 13540. Once the feasibility study has been approved by the Commission and results made available to the Legislature, the Commission's position becomes "no position."

Commission Meeting: 11/30/94

**~~E. MANAGEMENT COUNSELING SERVICES~~**

**~~E1. Lengthy Surveys~~**

~~— The Commission directs that staff notify the Commission of any special survey requiring more than 30 consultant workdays for completion.~~

~~— Commission Meeting: — 1/22/76~~

## **F. REIMBURSEMENT**

### **F1. Unit Fees**

~~The cost of fees for the award of college units for individual officers shall not be considered an allowable cost as part of the tuition schedule established for a particular course.~~

~~Commission Meeting: 6/14-15/73~~

### **F2. Eligibility Criteria for Agencies in the POST Reimbursement Program**

~~The following criteria and consideration are adopted as eligibility requirements for inclusion in the reimbursement program:~~

- a) ~~The agency must be a unit of local government.~~
- b) ~~The agency must perform the following range of law enforcement functions:~~
  - (1) ~~Patrols a specified geographic area for the purpose of crime control:~~
  - (2) ~~Operates emergency vehicles:~~
  - (3) ~~Responds to calls regarding criminal or suspicious activities:~~
  - (4) ~~Generates crime specific reports:~~
  - (5) ~~Controls and coordinates crime scene activities:~~
  - (6) ~~Collects and preserves evidence:~~
  - (7) ~~Controls and/or disperses crowds and resolves violent conflicts:~~
  - (8) ~~Intervenes in personal family crisis situations:~~
  - (9) ~~Arrest adults/juveniles for violation of criminal statutes:~~  
~~Determines legality of arrest and has authority to arrest, search and seize property:~~
  - (10) ~~Uses firearms and other weapons as authority and discretion may dictate:~~
  - (11) ~~Serves warrants of arrest and other orders of the court:~~
  - (12) ~~Conducts searches for missing children and disoriented adults:~~
  - (13) ~~Conducts criminal investigations:~~
  - (14) ~~Anticipates, recognizes and appraises crime risk situations and initiates action to remove or reduce it:~~
  - (15) ~~Engages in delinquency control and protective custody of juveniles. Makes dispositions on cases involving delinquent and/or dependent juveniles:~~

~~(16) Renders assistance to sick and injured persons.~~

~~(17) Has authority to engage in traffic law enforcement and traffic accident investigation.~~

- c) ~~An agency allowed to participate which does not meet all these requirements must be funded from sources other than the Peace Officer Training Fund as it is presently constituted.~~

~~Commission Meeting:~~

~~1/20-21/77~~

### ~~F3. Administrative Discretion for Reimbursement~~

~~— The Executive Director is authorized administrative discretion to resolve situations of equity associated with certain reimbursement questions (for example, allowing reimbursement when a trainee successfully completes a major portion of a course, but for some reason, such as injury, is prevented from completing the entire course).~~

~~— All such actions are to be reported annually to the Commission.~~

~~— Commission Meeting: 7/26-27/79~~

### ~~F4. Payment of Reimbursement Claims~~

~~— The Commission directs that every effort shall be made to accurately forecast training needs and the reimbursement of such training for each fiscal year. The Commission shall pay all reimbursement claims from the allocation appropriated for the fiscal year in which the claims are received.~~

~~— In the event reimbursement claims exceed forecasted estimates and the amount of appropriated monies available, prior approval of the Commission shall be required to withhold payment of such claims until the following fiscal year's appropriation from the Aid to Local Government Budget.~~

~~— Special Commission Meeting: 6/19/80~~

### ~~F5. Reimbursement for Training of Dispatchers~~

~~— POST shall continue to reimburse law enforcement agencies for dispatcher training until implementation of regulations regarding the selection and training of~~

~~dispatchers. After Commission approval of the regulations, law enforcement agencies must submit resolutions of intent to abide by the regulations as a condition for reimbursement eligibility.~~

~~Commission Meeting: 1/21/88~~

**F6. ~~Driver Training Simulator Program Funding~~**

~~Policy regarding the driver training simulator program includes:~~

- ~~1. Do not fund the purchase, maintenance, or upgrading of driving simulator equipment except in special circumstances.~~
- ~~2. Encourage agencies interested in purchasing driving simulators to seek funding through grants or other means.~~
- ~~3. Continue to work closely with agencies to ensure that their driving simulator courses can be certified.~~
- ~~4. Grant reasonable reimbursement of tuition for POST-certified driving simulator courses to cover some of the presentation costs (not possible for POST to assume all costs associated with these programs).~~
- ~~5. Continue support of Driver Simulator Committee to promote cooperation, information sharing, and development of standards for driving simulator instructors and programs.~~
- ~~6. Continue working in partnership with companies in the private sector that are interested in developing driving simulators by providing information on requirements for law enforcement driver and technical specifications that will assist these companies in using their technology most appropriately.~~

~~Commission Meeting: 4/27/97~~

## **G. STANDARDS**

### **~~G1. Waiver of Reading Ability Test~~**

~~POST staff is granted the authority to waive the reading ability test requirement (POST Regulation 1002(a)(7)) for those law enforcement applicants who have previously successfully completed a POST-certified Basic Course or who have successfully completed the Basic Course Waiver Examination process.~~

Commission Meeting: 1/28/82

### **G2. Prior Completion of Specialized Basic Investigators Course, District Attorney Investigators**

Individuals who have successfully completed the POST Basic Specialized Investigators Course *prior to April 27, 1983*, and have been employed by a district attorney's office in a capacity other than an investigator *prior to April 27, 1983*, shall be deemed to have met the basic training requirements for District Attorney's Investigators provided:

1. Each individual so described successfully completed an 80-hour Investigation and Trial Preparation Module for District Attorney Investigators, and
2. Each individual so described be hired as a District Attorney's Investigator prior to January 1, 1985.

Commission Meeting: 10/20/83

### **~~G3. New Agency Standards~~**

~~POST standards shall be met only by officers hired after an agency enters a POST Program.~~

~~Commission Meeting: 7/21/83~~

**~~G4. Use of POST Entry-Level Reading and Writing Tests by State Agencies~~**

~~The Commission encourages nonreimbursable state agencies to use the POST Entry level Reading and Writing Tests and to provide sufficient staff support to ensure that such testing is conducted in accordance with POST testing procedures. The Commission will not, however, underwrite the costs for such testing.~~

~~Commission Meeting: 7/24/86~~

**G5. Graduation from High School in a Foreign Country**

Persons who have graduated from a high school in a foreign country shall pass a General Education Development (GED) test indicating high school graduation level.

Commission Meeting: 4/20/89

## **H. STAFF**

### **H1. Consultants Not to Serve as Chiefs of Police**

POST consultants shall not serve as interim chiefs of police  
(ref: request from City of Folsom).

Commission Meeting: 12/7/73

### **H2. ~~Law Enforcement Training Media Productions - POST's Role~~**

~~POST's role in law enforcement training media production shall be governed by the following guidelines:~~

- ~~1. Coordinate identification of needed subjects for production.~~
- ~~2. Act as a catalyst to bring media producers and subject-matter experts together in the developmental stages so that productions may have benefit of the widest possible appropriate input, and be technically sound and correct in every regard.~~
- ~~3. Assist in the "signal calling" role to coordinate which producers will produce which subjects, with a purpose of avoiding costly duplication.~~
- ~~4. Develop guidelines for production quality with the producers.~~
- ~~5. Provide a process whereby the fact that a video production has been developed under the guidelines of the POST Training Media Producers Committee appears on the videotapes.~~
- ~~6. Act as a clearinghouse for the distribution of information on media through advertising the availability of training media.~~
- ~~7. Encourage reproduction of certain selected media to make them more accessible to regional repositories and trainers generally.~~
- ~~8. Avoid direct participation in production costs; however, in the event of a critical statewide need that cannot be met otherwise, assist in the funding of production to meet the critical need. (The Executive Director has authority to sign contracts up to \$10,000 for training efforts, which could include media productions. Any amounts above that would need to be approved by the Commission.)~~

Commission Meeting: 10/18/84



### **H3. POST Internal Audits**

For purposes of maintaining sound fiscal controls, staff will cause the review of the internal control structure of the organization on a biennial (every two years) basis. These audits will normally be conducted by the State Department of Finance, under a contractual agreement.

Commission Meeting:

08/23/95

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



## AGENDA

9:00 A.M.

A.	Call to Order and Welcome	Chair
B.	Moment of Silence Honoring Peace Officers Killed in the Line of Duty	Chair
C.	Roll Call	
D.	Special Introductions of New Advisory Committee Members	Chair
E.	Audience Introductions	
F.	Announcements	
G.	Approval of Minutes of May 9, 2001, Meeting of the POST Advisory Committee	Chair
H.	Review of Commission Meeting Agenda and Advisory Committee Comments	Staff
I.	Advisory Committee Member Reports	Members
J.	Commission Liaison Committee Remarks	Members
K.	Old and New Business	Members

**L. Next Meeting**

**Wednesday, November 7, 2001  
Holiday Inn - Northeast, Sacramento**

**M. Adjournment**

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



## POST Advisory Committee Meeting

Wednesday, May 9, 2001  
Holiday Inn - Northeast  
5321 Date Avenue  
Sacramento, CA 95841

Gray Davis  
Governor

Bill Lockyer  
Attorney General

### CALL TO ORDER

The meeting was called to order at 9:05 a.m. by Vice-Chairman Alex Bernard.

### MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY

The Advisory Committee held a moment of silence in honor of the following officers who have lost their lives while serving the public since the last Committee meeting:

- Deputy Brandan Hinkle of the Los Angeles County Sheriff's Department
- Sergeant Gary Wagers of the California Highway Patrol

### ROLL CALL AND SPECIAL INTRODUCTIONS

#### Members Present:

Bernard, Alex - Peace Officers' Research Association of California (PORAC)  
Blankenship, Bob - California Police Chiefs' Association (CPCA)  
Byrd, Charles - California State Sheriffs' Association (CSSA)  
Cleaver, Norman - California Academy Directors' Association (CADA)  
del Campo, Ph.D., Phil - Public Member  
Enquist, Marvin - California Justice Educators' Association (CAAJE)  
Otto, Kevan - California Specialized Law Enforcement  
Redding, Sandra - Representing CHP for Joe Ortiz  
Reid, Mike - California Association of Police Training Officers (CAPTO)  
Ruelas, Dr., Leo - California Community Colleges

Scott, Michael - California Organization of Police and Sheriffs (COPS)  
Waters, Al - California Coalition of Law Enforcement Associations (CCLEA)  
Williams, Woody - California Peace Officers' Association (CPOA)

Members Absent:

Lekawa, Leisha - Woman Peace Officers' Association of California (WPOA)

Commission Members Present:

Ted Hunt, Chairman  
Patrick Boyd  
Marc Cobb  
Joe Flannagan  
Jim Fox  
Monty Holden

## INTRODUCTIONS

Alex Bernard informed the group that Sandra Redding was representing the CHP for Advisory Committee member Joe Ortiz who was absent due to illness.

Vice-Chairman Alex Bernard noted that Chairman Leisha Lekawa would be absent due to family illness. Alex introduced Commissioners Hunt, Boyd, Cobb, Flannagan, Fox, and Holden.

## ANNOUNCEMENTS

Alex introduced and welcomed new Advisory Committee member, Kevan Otto, who represents Specialized Law Enforcement, and presented him with a POST pocket emblem.

Hal Snow invited committee members to view two state-of-the-art, mobile training vans which would be displayed in the parking lot between noon and 4 p.m. The vans were provided to the regional skills centers by POST for law enforcement training -- a Driver Training van from the South Bay Regional Training Center and a Force Options van from the Sacramento County Sheriff's Department.

Alex Bernard thanked Marc Cobb, on behalf of the committee, for providing coffee for the meeting.

Hal Snow informed the group that this would be the last meeting for Chief Bob Blankenship and thanked him for his invaluable contribution to POST and the Advisory Committee. Chief John

Gurney of the Sonoma Police Department will replace Bob on the Advisory Committee representing the California Police Chiefs' Association.

### **APPROVAL OF THE MINUTES OF THE JANUARY 24, 2001, POST ADVISORY COMMITTEE MEETING**

**MOTION** - del Campo, second - Williams, carried unanimously to approve the minutes of the January 24, 2001, meeting.

### **GOVERNOR'S AWARD PRESENTATION CEREMONIES**

Hal Snow reported that the Governor's Awards were presented at the annual Legislative Day held in Sacramento at the Community Center; around 200 people were in attendance, including the Governor. Ted Hunt, Commission Chairman, presented the awards to the three recipients. In addition to the awards, the recipients have been provided with still photos and videotapes of the event.

Committee members viewed the presentations on videotape.

### **UPDATE OF GOVERNOR'S AWARD BROCHURE**

Hal informed the group that the Governor's Award brochure needs to be updated and asked committee members if they were interested in making changes in process or criteria. After discussion, the consensus of the group was that the current arrangement has worked well and that there is no need to modify the process or the criteria.

Hal stated that the updated brochure will be sent out to the field in the next couple of months.

### **STATUS OF BASIC ACADEMY TESTING**

Alan Deal, Bureau Chief of the Standards and Evaluations Bureau, summarized and described substantial efforts in the update of Regular Basic Course testing. The

following areas were included: 1) Alignment of Tests to Regular Basic Course Curriculum, 2) Revision of Passing Scores in the Regular Basic Course, 3) and Mid-term and Final Examination Development Study.

Alan noted that these accomplishments have been achieved as a result of an excellent partnership between POST staff and a testing review panel consisting of academy directors and coordinators.

Norm Cleaver commended Alan Deal and staff, in addition to other testing committee members, for their efforts and accomplishments at the quarterly meetings. Norm noted that, as a result of

this committee's efforts, better tests are being developed and student competency is being ensured.

## REVIEW OF COMMISSION MEETING AGENDA AND ADVISORY COMMITTEE COMMENTS

Ken reported that POST's budget was approved by both the Senate and Assembly Budget subcommittees the previous week. However, due to several factors, POST's overall fiscal outlook is unsettled. Revenue to the Peace Officer Training Fund is well below projections. In July, it will be possible to make a more accurate assessment of obligations and revenue. Ken stated that, under the circumstances, it would be prudent to recommend to the Commission a deferral of action on several spending proposals set forth on the May 10 agenda. Following are the items to be recommended for deferral to the August 16, 2001, meeting:

Item F:	Contract for Instructional Design	\$140,000
Item H:	Contract for Student Workbook Updates	\$259,826
Item I:	Contracts for Presentation of the Supervisory Course	\$838,376
Item R:	Backfill Reimbursement for Dispatchers	\$300,000
Item U:	Contract for Regional Skills Center Management Fellow	\$ 95,333

Ken reiterated that each of the above programs has his full support, but good management dictates that they be temporarily postponed to the August meeting.

The group discussed, at length, "Item D" - *Public Hearing to Amend Regulation 1005 (c) to Allow POA Board Members to Attend the POST Management Course* which requests that the Commission approve changes to Regulation 1005 (c) to allow peace officer association board members to attend the POST Management Course. Prior to this proposal, Commission regulation did not allow for such participation unless the participant met specific eligibility requirements.

**MOTION** - Waters, second - Byrd, carried unanimously to approve the proposal to amend Regulation 1005 (c) to allow POA Board Members to Attend the POST Management Course.

In addition, the committee discussed "Item E" - *Proposal to Revise and Update the Investigation and Trial Preparation Course Using the Notice of Proposed Regulatory Action* which proposes that the Commission approve updating the course content and revise it into a learning domain/training specification based format. It also proposes that the course be moved from the procedure that implements the basic training course into a new procedure that would better reflect its role as a supplemental course.

**MOTION** - del Campo, second - Scott, carried unanimously to approve the proposal to update and revise the Investigation and Trial Preparation Course Using the Notice of Proposed Regulatory Action.

The remainder of the agenda was discussed at length.

## **REPORT ON RACIAL PROFILING**

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Ken also noted that the focus group has met once, and two curriculum development committee meetings have been conducted. POST must implement a training program by January 1, 2002. The curriculum will be presented at the October Commission meeting, and two pilot programs will be conducted before the January deadline. The project is progressing on schedule under the management of Jan Bullard, LEC II, and Ray Bray, Bureau Chief, of the Training Program Services Bureau.

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Norm also noted that John Carr is no longer the president of CADA and that Al Avila, of Allan Hancock College, has been elected president.

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Further, Bob stated that CPCA is working more closely with CSSA and will be working more closely with CPOA also.

Bob also informed the group that Ted Hunt, POST Commission Chairman, had recently visited a CPCA Board meeting.

Bob mentioned that CPCA would like to see another chief appointed to the POST Commission.

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Lastly, Bob stated that it has been a pleasure being a member of the Advisory Committee and mentioned that he had worked at POST, as the first POST Management Fellow, on the topic of Domestic Violence. Bob extended his appreciation and thanks to Hal Snow, who had been his supervisor, for his guidance and counsel.

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Alex Bernard informed those present that the PORAC Training Committee met on May 3 to review the curriculum for the upcoming courses for this year. PORAC has requested POST recertification on Internal Affairs Training and Conference Training. PORAC is holding an Issues/Labor Symposium on June 19-21 in Indian Wells covering multiple subjects, including racial profiling. A Legislative Update will be included. The PORAC Annual Conference will be held November 16-18 in Reno, Nevada.

### **COMMISSION LIAISON COMMITTEE REMARKS**

POST Commission Chairman Ted Hunt commended and thanked Chief Bob Blankenship for his contributions to the Advisory Committee and law enforcement.

Commissioner Joe Flannagan mentioned that the POST Recruitment Symposium will be held in Burbank in July and encouraged members to attend.

In addition, Commissioner Flannagan noted that peace officers killed in the line-of-duty were honored and remembered at the California Memorial service in Sacramento the previous week; he also noted that there would be a National Memorial service the following week in Washington, D.C.

**NEXT MEETING**

Wednesday, August 8, 2001  
Doubletree Hotel - Ontario

Hal Snow informed everyone that, in August, Advisory committee members should plan to attend both the Advisory Committee meeting and the Commission meeting. A social event will be planned for Advisory Committee members and Commissioners.

**NOTE:** The Advisory Committee meeting date has been changed to Wednesday, August 15; the location is the same.

Adjournment 11:45 a.m.

Respectfully submitted,

*Karen Hyatt*

Secretary

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



## POST Advisory Committee Meeting

Wednesday, May 9, 2001  
Holiday Inn - Northeast  
5321 Date Avenue  
Sacramento, CA 95841

Gray Davis  
Governor

Bill Lockyer  
Attorney General

### CALL TO ORDER

The meeting was called to order at 9:05 a.m. by Vice-Chairman Alex Bernard.

### MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY

The Advisory Committee held a moment of silence in honor of the following officers who have lost their lives while serving the public since the last Committee meeting:

- Deputy Brandan Hinkle of the Los Angeles County Sheriff's Department
- Sergeant Gary Wagers of the California Highway Patrol

### ROLL CALL AND SPECIAL INTRODUCTIONS

#### Members Present:

Bernard, Alex - Peace Officers' Research Association of California (PORAC)  
Blankenship, Bob - California Police Chiefs' Association (CPCA)  
Byrd, Charles - California State Sheriffs' Association (CSSA)  
Cleaver, Norman - California Academy Directors' Association (CADA)  
del Campo, Ph.D., Phil - Public Member  
Enquist, Marvin - California Justice Educators' Association (CAAJE)  
Otto, Kevan - California Specialized Law Enforcement  
Redding, Sandra - Representing CHP for Joe Ortiz  
Reid, Mike - California Association of Police Training Officers (CAPTO)  
Ruelas, Dr., Leo - California Community Colleges

Scott, Michael - California Organization of Police and Sheriffs (COPS)  
Waters, Al - California Coalition of Law Enforcement Associations (CCLEA)  
Williams, Woody - California Peace Officers' Association (CPOA)

Members Absent:

Lekawa, Leisha - Woman Peace Officers' Association of California (WPOA)

Commission Members Present:

Ted Hunt, Chairman  
Patrick Boyd  
Marc Cobb  
Joe Flannagan  
Jim Fox  
Monty Holden

## **INTRODUCTIONS**

Alex Bernard informed the group that Sandra Redding was representing the CHP for Advisory Committee member Joe Ortiz who was absent due to illness.

Vice-Chairman Alex Bernard noted that Chairman Leisha Lekawa would be absent due to family illness. Alex introduced Commissioners Hunt, Boyd, Cobb, Flannagan, Fox, and Holden.

## **ANNOUNCEMENTS**

Alex introduced and welcomed new Advisory Committee member, Kevan Otto, who represents Specialized Law Enforcement, and presented him with a POST pocket emblem.

Hal Snow invited committee members to view two state-of-the-art, mobile training vans which would be displayed in the parking lot between noon and 4 p.m. The vans were provided to the regional skills centers by POST for law enforcement training -- a Driver Training van from the South Bay Regional Training Center and a Force Options van from the Sacramento County Sheriff's Department.

Alex Bernard thanked Marc Cobb, on behalf of the committee, for providing coffee for the meeting.

Hal Snow informed the group that this would be the last meeting for Chief Bob Blankenship and thanked him for his invaluable contribution to POST and the Advisory Committee. Chief John

Gurney of the Sonoma Police Department will replace Bob on the Advisory Committee representing the California Police Chiefs' Association.

### **APPROVAL OF THE MINUTES OF THE JANUARY 24, 2001, POST ADVISORY COMMITTEE MEETING**

**MOTION** - del Campo, second - Williams, carried unanimously to approve the minutes of the January 24, 2001, meeting.

### **GOVERNOR'S AWARD PRESENTATION CEREMONIES**

Hal Snow reported that the Governor's Awards were presented at the annual Legislative Day held in Sacramento at the Community Center; around 200 people were in attendance, including the Governor. Ted Hunt, Commission Chairman, presented the awards to the three recipients. In addition to the awards, the recipients have been provided with still photos and videotapes of the event.

Committee members viewed the presentations on videotape.

### **UPDATE OF GOVERNOR'S AWARD BROCHURE**

Hal informed the group that the Governor's Award brochure needs to be updated and asked committee members if they were interested in making changes in process or criteria. After discussion, the consensus of the group was that the current arrangement has worked well and that there is no need to modify the process or the criteria.

Hal stated that the updated brochure will be sent out to the field in the next couple of months.

### **STATUS OF BASIC ACADEMY TESTING**

Alan Deal, Bureau Chief of the Standards and Evaluations Bureau, summarized and described substantial efforts in the update of Regular Basic Course testing. The

following areas were included: 1) Alignment of Tests to Regular Basic Course Curriculum, 2) Revision of Passing Scores in the Regular Basic Course, 3) and Mid-term and Final Examination Development Study.

Alan noted that these accomplishments have been achieved as a result of an excellent partnership between POST staff and a testing review panel consisting of academy directors and coordinators.

Norm Cleaver commended Alan Deal and staff, in addition to other testing committee members, for their efforts and accomplishments at the quarterly meetings. Norm noted that, as a result of

this committee's efforts, better tests are being developed and student competency is being ensured.

## **REVIEW OF COMMISSION MEETING AGENDA AND ADVISORY COMMITTEE COMMENTS**

Ken reported that POST's budget was approved by both the Senate and Assembly Budget subcommittees the previous week. However, due to several factors, POST's overall fiscal outlook is unsettled. Revenue to the Peace Officer Training Fund is well below projections. In July, it will be possible to make a more accurate assessment of obligations and revenue. Ken stated that, under the circumstances, it would be prudent to recommend to the Commission a deferral of action on several spending proposals set forth on the May 10 agenda. Following are the items to be recommended for deferral to the August 16, 2001, meeting:

Item F:	Contract for Instructional Design	\$140,000
Item H:	Contract for Student Workbook Updates	\$259,826
Item I:	Contracts for Presentation of the Supervisory Course	\$838,376
Item R:	Backfill Reimbursement for Dispatchers	\$300,000
Item U:	Contract for Regional Skills Center Management Fellow	\$ 95,333

Ken reiterated that each of the above programs has his full support, but good management dictates that they be temporarily postponed to the August meeting.

The group discussed, at length, "Item D" - *Public Hearing to Amend Regulation 1005 (c) to Allow POA Board Members to Attend the POST Management Course* which requests that the Commission approve changes to Regulation 1005 (c) to allow peace officer association board members to attend the POST Management Course. Prior to this proposal, Commission regulation did not allow for such participation unless the participant met specific eligibility requirements.

**MOTION** - Waters, second - Byrd, carried unanimously to approve the proposal to amend Regulation 1005 (c) to allow POA Board Members to Attend the POST Management Course.

In addition, the committee discussed "Item E" - *Proposal to Revise and Update the Investigation and Trial Preparation Course Using the Notice of Proposed Regulatory Action* which proposes that the Commission approve updating the course content and revise it into a learning domain/training specification based format. It also proposes that the course be moved from the procedure that implements the basic training course into a new procedure that would better reflect its role as a supplemental course.

**MOTION** - del Campo, second - Scott, carried unanimously to approve the proposal to update and revise the Investigation and Trial Preparation Course Using the Notice of Proposed Regulatory Action.

The remainder of the agenda was discussed at length.

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**Adjournment 11:45 a.m.**

Respectfully submitted,

*Laura Hightower*

Secretary

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

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Gray Davis  
Governor

Bill Lockyer  
Attorney General

## FINANCE COMMITTEE MEETING

August 15, 2001 - 2:00 P.M.

Doubletree Hotel, Ontario, California

222 North Vineyard

Ontario, California 91764

(909) 937-0900

## AGENDA

### COMMITTEE MEMBERS

James Fox, Chairman

Patrick Boyd

Bud Hawkins

Monty Holden

Art Lopez

Rana Sampson

Laurie Smith

### CALL TO ORDER

#### A. Year End Financial Report

A report summarizing year-end revenue and expenditures for Fiscal-Year 2000/2001 will be discussed at the meeting. A copy of the summary report is included in your binder as Tab B.2, under the Consent Calendar.

#### B. FY 2001/2002 Governor's Budget

A copy of the Governor's Budget for POST will be provided at the meeting.

As the Commissioners are aware, POST incurred the loss of \$19 million in conjunction with the budgetary process conducted by the Governor and the Legislature. More information concerning this loss will be provided at the time of the meeting.

A projection of FY 2001-2002 training volumes and expenditures will also be provided at the meeting.

#### C. Deferral of Contract Awards Approved by the Commission on May 10, 2001.

At the May 10, 2001, meeting the Commission approved a variety of contracts for FY 2001-2002. Included was \$3.45 million for payment of



tuitions for presentation of simulator based training in driving and force options.

There is uncertainty as to the volume of training that presenters will deliver since the programs are new and many presenters are still installing simulator equipment.

The Commission is faced with fiscal difficulties and staff now believes it unwise to encumber the \$3.45 million in contracts when there is substantial likelihood all the money would not be spent.

Unless there is Commission objection, staff intends to refrain from processing all or most of these contracts. Instead, tuition would be reimbursed through the Plan III TRR system. The matter is presented for discussion.

D. Budget Change Proposals (BCP'S) For FY 2002/2003

Staff has under development several critical areas to be addressed, with the approval of the Committee, by submittal of BCP's to the Department of Finance. A report is enclosed for the Committee's consideration.

E. Review of Contracts and Other Fiscal Issues on the August 16, 2001 Commission Agenda

- |  |        |            |
|--|--------|------------|
| • Request of Sacramento Police Department for funding purchase of a simunitions house  | Item D | \$ 52,000  |
| • Contract Request for POST Library Subscription Services  | Item F | \$ 16,000  |
| • Authorization to Implement Phase 1 of the Testing Management System (TMAS) to Replace the POSTRAC Testing System.  | Item G | \$ 921,000 |
| • Request to Amend Contract with the City of Vallejo for a Management Fellow.  | Item I | \$ 12,996  |
| • Acceptance of 2001-2002 VAWA Law Enforcement Grant Funds and Renewal of the Existing Interagency Agreement to Facilitate Course Presentations, and Contract For a Management Fellow to Coordinate the Grant. | Item J | \$ 522,000 |
| • Contract Request for POST Management Fellow for Regional Skills Training Center.   | Item L | \$ 110,000 |
| • Contract Request to Pilot the Mentally Ill and Developmentally Disabled Training Course.   | Item M | \$ 15,000  |

- Contract Request for Train-the Trainer Courses and Pilot Presentations of the Racial Profiling Course. Item N \$ 38,850
  - Contract Request to Complete a Survey of the Impact of Domestic Violence Training. Item O \$ 75,000
- TOTAL.... \$1,710,846**

C. Report on Contracts Entered Into During FY 2000/2001

Each year the Commission receives a summary report of contract activities for the year just concluded. The report has been prepared and is included under this tab for information purposes. Staff would be pleased to respond to any questions or comments.

ADJOURNMENT

**MEMORANDUM**

**To :** POST Commissioners

**Date:** August 16, 2001

**From :** JAMES FOX, Chairman  
Finance Committee  
Commission on Peace Officer Standards and Training

**Subject :** **REPORT OF THE FINANCE COMMITTEE**

The Committee met at the Doubletree Hotel, Ontario, California on August 15, 2001, at 2: P.M. Present were Commissioners Boyd, Hawkins, Holden, Lopez, Sampson, Smith and myself.

In addition to matters already addressed on this agenda, the Committee discussed the following issues:

**Status of Current Year Budget**

As Commissioners are aware, legislative actions brought about the loss of \$19 Million. Revenues have declined and staff is concerned that resources may not be sufficient to support the spending level approved by the Governor's budget. We are in receipt of a letter from the Department of Finance assuring us that, if need be, the Governor will augment our resources with General Fund money to the extent necessary to support our spending authority.

**Projection of Expenditures for the Current Year**

Staff projections are that current program funding levels could bring about an end of year deficit of about \$4.5 Million. This projection assumes no new spending initiatives. Accordingly, new proposals that were removed from the May 10, 2001, agenda have not been resubmitted by the Executive Director.

Staff will continue monitoring our expenditures and may propose spending reduction options for our consideration at the November 2001 meeting.

**Budget Change Proposals**

Following discussion, the Committee recommends the Commission authorize submittal of the following budget proposals for FY 2002/03:

1. Clearinghouse Librarian

This proposal is to convert an existing Limited Term position to permanent status.

2. Support Budget Adjustment \$379,000

This proposal is necessary to provide funds to offset increased costs of office rental, Travel agency fees, and salary savings adjustment.

3. Contracts Cost Increase Adjustment \$1,300,000

Over the years, "cost-of-living" increases have raised the costs of contractual services. These cost increases have been "absorbed" by transferring funds from the Local Assistance Item, which reduces the amount available to reimburse local agencies. This proposal would restore those local assistance funds.

4. POSTRAC - Second Year Funding \$ 2,098,000

This funding is necessary to complete the already approved project to improve Basic Course testing.

5. Revenue and Reserve Restoration \$ 9,361,000

This BCP seeks to restore part of the recently lost \$19 Million.

6. Racial Profile Training

A dollar amount has not been established. The BCP will secure funds to cover the cost of providing this mandatory training.

7. Racial Profile Training - Current Year

This proposal is to seek a current year augmentation to cover costs of developing and presenting the training between January 1, 2002, and June 30, 2002. The dollar amount has yet to be established.

**Deferral of Certain Contract Awards**

At the May 10, 2001, meeting the Commission authorized contracts totaling \$3.45 Million with a variety of presenters of perishable skills training. Staff believes that all of this money may not be expended and contracts will be closely monitored.

This is reported for information only.



**Review of FY 2000/01 Contracts**

Consistent with Commission policy, the Committee reviewed staff's report on all contracts entered into during the past fiscal year. The Committee recommends acceptance of the report.

## FY 2002-03 BUDGET CHANGE PROPOSALS

1. Clearinghouse Librarian (ISB; 1.0 PY; \$50,000)  
The POST Clearinghouse Librarian is currently a limited term position which will expire on 6-30-02. Due to the constant timely and critical workload, this position is requested on a permanent basis.
2. Support Adjustment (ASB; 0 PY; \$379,000)  
Provide an augmentation to the Support budget to provide adequate funding to offset increased salary savings, travel agency service fees, and rent.
3. Contracts Cost Increase Adjustment (ASB; 0 PY; \$1,300,000)  
Though cost-of-living budget increases have not been granted, the fact is that contract costs have continued to increase. These cost increases have been "absorbed" by transferring funds from the Local Assistance Item, which reduces the amount available to reimburse local agencies. This proposal would restore those local assistance funds.
4. POSTRAC - Second Year Funding (S & E; 0 PY; \$2,098,000)  
This is funding for the second year of the proposal approved for FY 2001-02 to replace the aging POSTRAC Testing System.
5. Revenue and Reserve Restoration (ASB; 0 PY; \$9,361,000)  
POST "lost" \$19 million from our reserve in FY 2001-02. This proposal restores some of the lost funds and provides for a \$6 million reserve.
6. Racial Profile Training (TPS; 0 PY; \$ )  
POST must begin offering a training course on this subject by January 1, 2002. All peace officers of all ranks are required to attend the course. The Legislature did not appropriate funds, and it appears necessary to seek additional funding to support this new program.
7. Racial Profile Training Deficiency Appropriation in FY 01-02  
It may be necessary to seek an augmentation for the current year.

GRAND TOTAL \$s : \$13,188,000

GRAND TOTAL PYs: 1.0

**Commission on P.O.S.T.  
Summary of Administrative Contracts  
Fiscal Year 2000 - 01**

<b>Contract #</b>	<b>CONTRACTOR NAME</b>	<b>DESCRIPTION OF SERVICES</b>	<b>AMOUNT</b>
1	Allen's Press Clipping - BID	Clippings of Newspaper Articles	\$ 3,552.00
2	Arcus Data Security - BID	Off-Site Storage of Computer Backup Tapes	\$ 8,040.00
3	Sierra Plant Rental & Display Co. - BID	2-Year Contract for POST Plant Maintenance	\$ 2,496.00
4	Office of State Publisging	Create and Produce the 1999-2000 Annual Report Design, etc.	\$ 9,200.00
5	The Dialog Corporation	On-Line Law Enforcement Information	\$ 2,500.00
6	OCLC Pacific - BID	Provide Access to Bibliography Database	\$ 9,999.00
6-A1	OCLC Online Computer Library Center, Inc.	Amend Contract-Funds Available to Extend Contract to June 30, 2002	\$ -
7	Stephen P. Teale Data Center	Network Support and Consulting-Internet	\$ 65,000.00
7-A1	Stephen P. Teale Data Center	Additional Services to Include ZenWorks 3.0	\$ 15,000.00
8	State Controller's Office	Office and Field Auditing Services	\$ 85,000.00
9	San Diego Regional Training Center	VAWA Grant Coordinator Position and Facilitation of Training Courses	\$ 453,994.80
10	Department of Finance	Perform Internal Control Risk Assessment	\$ 25,000.00
10-A1	Department of Finance	Time Extension to Allow for Completion of Audit	\$ -
13	Department of Personnel Administration	Two Sexual Harrassment Training Sessions Given By Linda Nelson	\$ 1,200.00
14	University of California Berk	2-Day Instructional Design Course for POST Consultants	\$ 6,000.00
15	FACC, Inc.	Distribution Agreement for Driver Simulator	\$ -
16	Caltronics Business Systems	Maintenance on Konica 6090 Copier	\$ 5,195.00
17	US Bank	CAL-Card Program for Emergency Purchases-Good Until 12/2006	\$ -
19	ISIM, Inc.	Distribution Agreement for Driver Simulator	\$ -

**Commission on P.O.S.T.  
Summary of Administrative Contracts  
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<b>Contract #</b>	<b>CONTRACTOR NAME</b>	<b>DESCRIPTION OF SERVICES</b>	<b>AMOUNT</b>
22	State Personnel Board	Online Data Processing, Exam and Certification Access	\$ 4,565.00
23	Stringer Business Systems	Maintenance on Lanier 6755	\$ 3,096.00
25	HWDC - Health & Welfare Data Ctr	Data Processing Services with CALSTARS	\$ 30,000.00
27	Scantron Corporation	Maintenance Service on Scanner Equipment	\$ 4,030.00
34	Office of Machine Repair	Maintenance on POSTRAC Computer	\$ 433.00
35	EBSCO Library Subscription Services - BID	All Subscribing Aspects to Magazines and Newspapers	\$ 14,081.00
36	Intelligent Technologies & Serv., Inc.	Halon Service - Computer Room	\$ 1,300.00
42	State Controller's Office	Maintenance of State Leave Accounting System	\$ 726.00
45	West Publishing Corp.	Online Access to Westlaw Database	\$ 8,000.00
46	CompuServe Information Service	Online access	\$ 600.00
49	Danka Office Imaging Comp	Maintenance on Kodak 1575CA Copier	\$ 7,944.00
52	CSU, Sacramento Foundation	Employ Student Assistants for Computer Services Bureau	\$ 15,000.00
58	San Diego State University, KPBS	Three Violence Against Women (VAWA) Telecourse Programs	\$ 273,000.00
69	Pitney Bowes	Mail Equipment Maintenance Agreement	\$2,562.88
72	Dr. Charles Moore	"Holistic" Reading on the LEC II Written Exams-Score According to Established Standards	\$ 200.00
73	Kerry Phillips	"Holistic" Reading on the LEC II Written Exams-Score According to Established Standards	\$ 200.00
		<b>GRAND TOTAL</b>	<b>\$ 1,057,914.68</b>

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
1	San Diego Regional Training Ctr	Command College/Executive Leadership Workshops	\$ 746,466.00
1-A1	San Diego Regional Training Ctr	3-month time extension 7/1/01-9/30/01	\$ -
2	San Diego Regional Training Ctr	Labor Management/Partnerships Course	\$ 76,287.55
3	CSU, Sacramento, Reg. & Contin. Edu.	Present 2 Series of Eight Training Courses	\$ 119,760.00
4	CSU, Long Beach Foundation	Present 5 Mgmt Course Presentations	\$ 151,126.52
5	CSU, Humboldt	Present 4 Mgmt Course Presentations	\$ 114,533.60
6	ITD - San Diego Regional Trng Center	Present 6 Mgmt Course Presentations	\$ 169,640.00
7	San Jose State University Foundation	Present 4 Mgmt Course Presentations	\$ 122,727.92
8	Robert Weiss, Ph.D.	Consultative Assistance with Hearing Screening Test	\$ 999.00
9	Cooperative Personnel Services	Proctor Basic Course Waiver Examination	\$ 5,000.00
9-A1	Cooperative Personnel Services	Increase funds by \$1,000 to Cover the Applicant Waiver Exam Increase	\$ 1,000.00
10	Office of State Publishing	Administer P.C. 832 Examination	\$ 38,710.00
11	Office of State Publishing	Administer Reading/Writing Examination	\$ 87,125.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
11-A1	Office of State Publishing	Add Additional Funds Due to Increase in Test Administrations	\$ 25,000.00
12	San Diego State Univ - KPBS Television	IVD Development of Distance Learning Telecourses	\$ 1,272,800.00
12-A1	San Diego State Univ - KPBS Television	Instruct. Video Prgms, Pub Serv. Announce., Promo. Videos, Publication "Best Practices"	\$ 309,000.00
12-A2	San Diego State Univ - KPBS Television	Services Associated with Development, Production and Presentation of the Recruitment Symposium	\$ 125,900.00
13	CSU, Long Beach Foundation	Supervisory Leadership Workshops	\$ 946,507.00
14	San Diego State Univ - KPBS Television	Transmit 12 Videotape Training Programs	\$ 162,828.00
15	Alameda County Sheriff's Dept.	Train Students in Emergency Vehicle Operations	\$ 170,950.00
15-A1	Alameda County Sheriff's Dept.	Training for 12 Additional Students in Basic Motorcycle. If Cost Exceeds Contract, Contractor will assume costs	\$ -
16	Cooperative Personnel Services (changed nbr from 00-011-11)	Provide POST w/ 165 Multiple Choice Test Questions	\$ 50,957.50
16-A1	Cooperative Personnel Services	Time Extension 7/01/01 - 6/20/02	\$ -
17	Alameda County District Attorney	Produce 36 Videotaped Training Segments	\$ 46,000.00
18	Golden West College - New Media Ctr.	Produce 36 Videotaped Training Segments	\$ 46,000.00
19	Allan Hancock College	Train Students in Emergency Vehicle Operations	\$ 13,350.00
20	Los Angeles Police Department	ICI Core Course Presentation	\$ 111,564.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
21	LawTech Publishing Co., Ltd	Provide Info on Calif. Codes for Student Workbooks Updates	\$ 8,500.00
22	DOJ, Advanced Training Center	Present Multiple Presentations of 25 Different Training Courses	\$ 1,999,096.00
23	San Francisco Police Department	Conduct 5 Presentations of ICI Core Course	\$ 111,032.50
24	San Diego Regional Training Ctr	Coordination and Presentation of MIDP	\$ 202,747.00
25	Ventura County Sheriff's Dept.	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
25-A1	Ventura County Sheriff's Dept.	Time Extension Through June 30,2002	\$ -
26	San Diego State Univ - KPBS Television	Production of FTO Videos	\$ 99,965.25
26-A1	San Diego State Univ - KPBS Television	Time Extension for One (1) Year	\$ -
27	Allen Communication (a division of Mentergy)	Internet Access to Support Staff	\$ 7,500.00
28	Robert Davis	Revision of Management Course	\$ 1,000.00
29	Denise Garland	Revision of Management Course	\$ 1,000.00
30	Charley Corle	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
30-A1	Charley Corle	Amend Contract for Time Extension Through 6/30/02	\$ -
31	Joel Davis	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
31-A1	Joel Davis	Amend Contract for Time Extension Through 6/30/02	\$ -
32	Brian Whitbread	Revision of Management Course	\$ 1,000.00
33	Jean A. Sullivan	Hearing in Noise Test (HINT) - Testing for Accurate Statistics	\$ 995.00
34	Fresno Police Department	Train Students in Basic Motorcycle Course	\$ 59,460.00
35	Oakland Police Deptatment	Train Students in Emergency Vehicle Operations	\$ 53,400.00
36	San Francisco Police Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
36-A1	San Francisco Police Department	Time Extension Through June 30,2002	\$ -
37	Orange County Sheriff's Dept.	Train Students in Basic Narcotics Training	\$ -
37-A1	Orange County Sheriff's Dept.	Reduce Funds from \$68,375.00 to \$47,042.00	\$ 47,042.00
38	Mervin D. Feinstein	Liability and Risk Managment of Acad. Directors Workshop	\$ 9,937.50
39	Kern County Sheriff's Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
39-A1	Kern County Sheriff's Department	Time Extension Through June 30,2002	\$ -
40	College of the Redwoods	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
40-A1	College of the Redwoods	Time Extension Through June 30,2002	\$ -



**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
41	South Bay Reg. Public Safety Trng Ctr	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
41-A	South Bay Reg. Public Safety Trng Ctr	Time Extension Through June 30,2002	\$ -
42	California Highway Patrol	Train Students in the Basic Motorcycle Course	\$ 111,933.00
43	Sacramento Sheriff's Department	Purchase Items to Facilitate Perishable Skills Training	\$ 27,583.00
43-A1	Sacramento Sheriff's Department	Time Extension Through June 30,2002	\$ -
44	Sacramento Police Department	Purchase Items to Facilitate Perishable Skills Training	\$ 79,022.50
44-A1	Sacramento Police Department	Time Extension Through June 30,2002	\$ -
45	West Covina Police Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
45-A1	West Covina Police Department	Time Extension Through June 30,2002	\$ -
46	Siskiyou County Sheriff's Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
46-A1	Siskiyou County Sheriff's Department	Time Extension Through June 30,2002	\$ -
47	Santa Rosa Training Center (College)	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
47-A1	Santa Rosa Training Center (College)	Time Extension Through June 30,2002	\$ -
49	Riverside Co. Sheriff's Department	Driving/Force Option Simulator Courses	\$ 104,000.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
50	San Jose Police Department	Train Students in 40-Hour Force Option Simulator	\$ 31,460.00
51	Los Angeles Sheriff's Department	Conduct 4 Presentations of ICI Homicide Investigations	\$ 72,359.88
52	Los Medanos College	Train Basic Academy Student in Vehicle Operations	\$ 66,750.00
53	John Lewis	4-hour Training Seminar on Editing Techniques and Aesthetics for POST Video Producers Committee.	\$ 600.00
54	Sacramento Police Department	Train Basic Academy Students in Vehicle Operations	\$ 37,825.00
55	San Diego Police Department	Train Basic Academy Students in Vehicle Operations	\$ 169,100.00
56	South Bay Reg. Public Safety Trng Ctr	Train Basic Academy Students in Vehicle Operations	\$ 209,150.00
57	Ventura County Sheriff's Dept.	Train Basic Academy Students in Vehicle Operations	\$ 131,275.00
58	Shaun Donelson	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
58-A1	Shaun Donelson	Amend Contract for Time Extension Through 6/30/02	\$ -
59	San Jose State University	ICI Course Presentation	\$ 182,660.00
62	College of the Siskiyous	4-hr & 8-hr Driving Simulator and 4-hr Force Options Simulator Training	\$ 13,492.00
64	Sacramento County Sheriff's Dept.	4-Hour Force Option Simulator Training	\$ 48,672.00
64-A1	Sacramento County Sheriff's Dept.	Time Extension Through September 30, 2001	\$ -

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
65	San Bernardino Co. Sheriff's Department	4-Hour Driving Simulator & 4-Hour FO Simulator Training	\$ 118,400.00
66	San Jose Police Department	4-Hour Driving Simulator & 4-Hour FO Simulator Training	\$ 145,350.00
67	Sacramento Police Department	4-Hour Driving Simulator Training	\$ 31,200.00
69	San Francisco Police Department	4-Hour Driving Simulator & 4-Hour FO Simulator Training	\$ 81,600.00
69-A1	San Francisco Police Department	Time Extension Through 10/31/01	\$ -
71	Office of State Publishing	POST Reg. Basic Course-Modular Format	\$ 20,610.00
72	Cooperative Personnel Services	Administer Basic Course Proficiency Exam	\$ 105,593.50
73	Cooperative Personnel Services	Administer Dispatcher Test Battery	\$ 177,449.00
73-A1	Cooperative Personnel Services	Budget Increase Based on Applicants and Test Administration Increases	\$ 34,718.00
74	Glen Haas	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
74-A1	Glen Haas	Amend for Time extension Through 6/30/02	\$ -
75	Sacramento Regional Criminal Justice Training Center	5-ICI Prsntaton., 4-ICI Hom. Inv. Courses, 4-ICI Secual Assault Inv. Courses, 4-ICI Child Abuse Inv. Courses	\$ 370,881.00
76	Mark Puthuff	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
76-A1	Mark Puthuff	Time Extension Through 6/30/02	\$ -

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
77	Ralph Phillips	6-hour Training Seminar on Video Script-writing and Story Design.	\$ 950.00
78	Pamela Swanegan	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
78-A1	Pamela Swanegan	Time Extension Through 6/30/02	\$ -
79	San Diego Regional Training Ctr	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
79-A1	San Diego Regional Training Ctr	Time Extension Through June 30,2002	\$ -
80	San Bernardino Co. Sheriff's Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
80-A1	San Bernardino Co. Sheriff's Department	Time extension Through June 30,2002	\$ -
81	Riverside Co. Sheriff's Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
81-A1	Riverside Co. Sheriff's Department	Time Extension Through June 30,2002	\$ -
82	Orange County Sheriff's Dept.	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
82-A1	Orange County Sheriff's Dept.	Time Extension Through June 30,2002	\$ -
83	Modesto/Ray Simon Criminal Jus. Trng	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
83-A1	Modesto/Ray Simon Criminal Jus. Trng.	Time Extension Through June 30,2002	\$ -
84	J. D. Hill	Student Workbook Updates to Include LD #19	\$ 9,999.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
85	Paul Pedersen	Student Workbook Updates to include LD #9 & #11	\$ 9,999.00
86	Ray Tucker	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
86-A1	Ray Tucker	Time Extension Through 6/30/02	\$ -
87	Walt Vasquez	Pilot Study for Learning Domain 33 Exercise Tests	\$ 9,905.00
87-A1	Walt Vasquez	Time Extension Through 6/30/02	\$ -
88	Los Angeles County Sheriff's Dept	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
88-A1	Los Angeles County Sheriff's Dept	Time Extension Through June 30,2002	\$ -
89	West Covina Police Department	4-Hour Driving Simulator Course & 4-Hour FO Training	\$ 134,400.00
90	RFP - Request for Proposal	Development of Four Student Workbooks, One I/G for the Specialized Basic Investigator's Course	\$ -
90	Contract Awarded to: Educational Services for Law Enforcement Training	Develop Four Student Workbooks for the Specialized Basic Investigator's Course	\$ 120,000.00
91	San Jose Police Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
91-A1	San Jose Police Department	Time Extension Through June 30,2002	\$ -
92	Adam Wilt	4-hour Training Seminar on Digital Video Troubleshooting	\$ 600.00
93	San Diego Regional Training Ctr	5 presentations Each of the ICI Core Course and Instructor Development	\$ 469,540.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
94	Self Defense Firearms Training	Train 80 Students in 4-hour Force Option Simulator (Mobile) Training	\$ 9,999.00
94-A1	Self Defense Firearms Training	Time Adjustment 12/1/00 through 1/31/01	\$ -
95	Deniz S. Ones, Ph.D.	Consultive Services-Selection Battery & Psychological Screening Manual	\$ 46,220.00
95-A1	(Reference FY 01/02 #01-011-95) Deniz S. Ones, Ph.D.	Psychological Scrng. Manual literature review, meta-analysis, negotiating with test publishers, and draft research review	Ref. FY 01/02 # 01-011 95
97	William Condray	Assist in Delivering the Physical Training Instructor's Course	\$ 3,000.00
98	Alex Villanueva	Assist in Delivering the Physical Training Instructor's Course	\$ 6,000.00
99	Sylvia Moir	Assist in Delivering the Phy. Trng. Instructor's Course	\$ 6,000.00
100	Fresno Police Department	Purchase Items to Facilitate Perishable Skills Training	\$ 103,358.00
100-A1	Fresno Police Department	Time Extension Through June 30,2002	\$ -
101	Betty Fowler	Assist in Delivering the Physcal Training Instructor's Course	\$ 6,000.00
102	Greg Dossey	Assist in Delivering the Physcal Training Instructor's Course	\$ 6,000.00
102-A1	Greg Dossey	Time Extension Through 6/30/02	\$ -
103	San Diego Regional Training Ctr	Deliver one Pilot presentation of the ICI Identity Theft Course	\$ 8,852.70
104	San Bernardino Co. Sheriff's Department	Develop Scenarios for POST Regional Skills Training Centers	\$ 33,000.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
105	Sacramento Police Department	Purchase Driving Simulator System for Perishable Skills Training	\$ 400,000.00
106	Santa Rosa Regional Trng Ctr	Purchase Driving Simulator System for Perishable Skills Training	\$ 350,000.00
106-A1	Santa Rosa Regional Trng Ctr	Time Extension Through 01/30/02	\$ -
107	Los Angeles Police Department	Purchase Driving Simulator System for Perishable Skills Training	\$ 400,000.00
107-A1	Los Angeles Police Department	Time Extension Through 1/30/02	\$ -
108	Butte College	Purchase Force Option Simulator for Perishable Skills Training	\$ 100,000.00
109	Contra Costa Co. Municipal Risk Mgmt Insurance Authority	Purchase Driving Simulator System for Perishable Skills Training	\$ 400,000.00
110	College of the Redwoods	Purchase Force Option Simulator for Perishable Skills Training	\$ 100,000.00
110-A1	College of the Redwoods	Time Extension Through 1/30/02	\$ -
111	Ventura County Sheriff's Department	Purchase Driving Simulator & Force Options System for Perishable Skills Training	\$ 500,000.00
112	Kern County Sheriff's Department	Purchase Driving Simulator & Force Option Simulator for Perishable Skills Training	\$ 500,000.00
113	San Francisco Police Department	Purchase Driving Simulator System & Force Option Simulator for Perishable Skills Training	\$ 500,000.00
114	San Jose State University	Present one ICI Class Administrators Training	\$ 9,718.08
115	Joel Carey	Review and Report on Basic Training Curriculum	\$ 9,999.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
116	Robert Ziglar	Academy Workshop & 2 Scenario Workshops	\$ 9,999.00
117	Los Angeles Police Department	Purchase Items for Perishable Skills Training	\$ 103,358.00
117-A1	Los Angeles Police Department	Time Extension Through June 30,2002	\$ -
118	Contra Costa Co. Municipal Risk Mgmt Insurance Authority	Purchase Items for Perishable Skills Training	\$ 103,358.00
118-A1	Contra Costa Co. Municipal Risk Mgmt Insurance Authority	Time Extension Through June 30,2002	\$ -
119	Butte College	Purchase Items for Perishable Skills Training	\$ 103,358.00
119-A1	Butte College	Time Extension Through June 30,2002	\$ -
120	Allan Hancock College	Purchase Items for Perishable Skills Training	\$ 103,358.00
120-A1	Allan Hancock College	Time Extension Through June 30,2002	\$ -
121	Monterey Co. Sheriff's Department	Designing and Facilitating a Course for LE on the Mentally Disabled	\$ 93,690.50
122	Mr. Irv Gamal DBA: Insight Systems, Inc.	2-hour General Session Presentation on the subject of Generation-X: Ready or Not, Here They Come	\$ 990.00
123	Alameda Co. Sheriff's Department	Purchase Items for Perishable Skills Training	\$ 103,358.00
123-A1	Alameda Co. Sheriff's Department	Time Extension Through June 30,2002	\$ -
124	Candace J. Heisler	Facilitate Portions of a Pilot Basic Course Student Workbook Instructional System Update	\$ 9,937.50



**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
125	Edward E. Manche, M.D.	Review and Provide Feedback on the Draft of the Revised POST Vision Screening Guidelines	\$ 500.00
126	Dept. of Alcoholic Beverage Control	Provide POST w/Special Consultant to Assist w/Basic Course Student Workbook Instructional System	\$ 100,129.32
127	University of California Irvine- University Extension	Consultation w/Field Training Advisory Council on Re-design and Modification of POST Field Training Officer Course	\$ 4,999.00
128	Centre for Living with Dying	Three Presentations on the topic of Critical Incident Stress Management	\$ 750.00
129	Mr. Ira Janowitz	2-hour Presentations on the Subject of Ergonomics	\$ 990.00
130	RFI - Request for Information	Satellite Delivery of Broadband Content (POST Satellite Network)	\$ -
131	Mildred K. O'Linn, Attorney at Law	Ten Presentations on the Topic of Use of Force and Civil Liability	\$ 4,999.00
132	San Jose State University - Foundation	Develop Guidelines for Identity Theft Investigation	\$ 7,670.00
133	Roy S. Chuck, M.D., Ph.D	Review and Provide Feedback on the Draft Nuerology Chapter of the POST Medical Screening Manual	\$ 500.00
134	PC People	Rental of Six Laptop Computers for Use in POST training	\$ 3,402.64
135	Steve Schallhorn, MD	Review and Provide Feedback on Drafts for Vision Guidelines of the POST Medical Screening Manual	\$ 1,000.00
136	Tim Gaffney	Consultations, Programming, and Statistical Consultations on Entry Level Patrol Officers	\$ 990.00
136-A1	Tim Gaffney	Amend contract to increase funds	\$ 3,960.00
137	Self Defense Firearms Training	Mobile Force Option Simulator Course Training for Full-time POST LE Officers in Remote Areas.	\$ 57,600.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
138	South Bay Regional Public Communications Authority	Purchase of Simulators, Peripherals and Skills Training Items	\$ 603,339.00
139	San Diego Regional Training Ctr	Six Preparation Workshops for (SCIT) Supervisory Course Instructor Training	\$ 107,886.00
139-A1	San Diego Regional Training Ctr	Amend Contract to Increase Funds	\$ 11,990.00
140	Nazhiyath Vijayan, M.D.	Review and Provide Feedback on Draft of Neurology Section of revised POST Medical Screen Manual	\$ 500.00
141	Solomon I. Hamburg, M.D.	Review and Provide Feedback on Revised POST Medical Screen Manual for Hematology/Oncology	\$ 500.00
142	Richard A. Sabo	Development of Test Users Manual for LD#33 Arrest Control & Baton Final & Mid-term Examinations	\$ 3,000.00
143	Mr. Kevin Sampson	8-hours of Group Facilitation @ POST Area 4 Assesment Workshop-Including Analization & Collating of Training Needs	\$ 600.00
144	San Jose State University	Workshop on Instructor Development on Computer Use and One Pilot of the ICI Identity Theft Investigator Course	\$ 23,106.00
145	San Diego Regional Training Ctr	Management Services for the POST Simulator Project	\$ 130,000.00
146	E. Mick Mollica	Research and Review Workbooks Relating to Legal Issues	\$ 9,950.00
147	CSU-Long Beach Foundation (CCJR)	Present a Minimum of Two POST Special Training Pilot Seminars	\$ 9,998.10
148	San Diego Regional Training Ctr	Breakout Group Presentation on Stress Mgmt. for Police Officers and Dispatchers	\$ 500.00
149	William Harvey	General 4-hour Presentation on Cultural Diversity Challenges for Law Enforcement	\$ 500.00
150	Simon Wiesenthal Center, Attn:Avra Shaprio	6-hour Breakout Group Presentation on Hate Crimes from Tools for Tolerance Program	\$ 500.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
151	Laurianne Bella	Technical Research and Review of the Basic Course Instructional Workbooks	\$ 9,982.00
153	Susanna Mak	Research and Review Workbooks Regrading Legal Issues	\$ 9,937.50
154	West Covina Police Department	Student Training in 24-Hour Driving (DT) & 40-Hour Force Option (FO) Simulator Instuctor Courses	\$ 63,984.00
155	Brian W. Boxer Wachler, M.D.	Review & Feedback on Vision Guidelines for Revised POST Medical Screening Manual	\$ 1,000.00
156	The Cooper Institute	Int'l Assoc. of Chiefs of Police-Leadership Trng. Crse. for 30 CA LE Physical Fitness Instructors	\$ 15,000.00
157	San Diego Regional Training Center	One ICI Hate Crime Pilot Course	\$ 9,810.00
158	Ren Tech Computer Rentals	Rental of Four Laptop Computers for TNA training.	\$ 1,734.00
159	Los Angeles PD-Continuing Edu. Div.	Train Students in Basic Motorcycle Course	\$ 157,800.00
160	Los Angeles Police Department Continuing Education Div.	Train Students in Emergency Vehicle Operations	\$ 689,750.00
161	Larry Murdo	Law Enforcement Training for Managers & Supervisors in "Ethics/Professional Standards, A Revisit to our Constitution."	\$ 400.00
163	Office of State Publishing	Provide Various Printing and Shipping Services Associated with the POST Recruitment Symposium.	\$ 21,345.00
164	South Bay Regional Public Safety Training Center	Driving Simiulator Demonstration 5/9/01	\$ 700.00
165	Office of State Publishing	Design and Produce Binders, Name Tags and Manuals for the Recruitment Symposium	\$ 7,050.00
166	William C. Harvey, Language Services Institute	Presentation on Topic of Cultural Diversity Challenges for Law Enforcement	\$ 525.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
167	Louie Hernandez "The Counseling Team"	4-hour "Line of Duty Death" Course-POST TNA Seminar for Law Enforcement Training Managers & Supervisors	\$ 500.00
168	Ref Cont # 99-011-11-A1 Cooperative Personnel Services	Use 00/01 FY Number for Funding Purposes	\$ 12,172.06
169	Julie Posey	Present "How to More Effectively Identify, Track and Apprehend Sexual Predators" to 100 Law Enforcement Training Managers	\$ 300.00
171	Bruce Martin	One Training Workshop: "Generation X and the Operation of your Law Enforcement Agency"	\$ 350.00
174	Vallejo Police Department	Management Services for the POST Recruitment Project	\$ 119,520.00
174-A1	Vallejo Police Department	Time Extension Through 9/30/01	\$ 32,268.30
178	Orange County Sheriff's Dept.	4-Hour Driving Simulator & 4-Hour FO Simulator Training	\$ 84,600.00
179	Sacramento CO Sheriff's Department	Build and Manage a Computer Laboratory	\$ 50,000.00
183	Butte College	4-Hour Driving Simulator Course	\$ 17,125.00
184	Alameda Co. Sheriff's Department	4-Hour Driving Simulator Course	\$ 75,200.00
185	Allan Hancock College	4-Hour Driving Simulator Course	\$ 38,250.00
188	Los Medanos College	8-Hour Driving Simulator Course	\$ 96,420.00
188-A1	Los Medanos College	Time Extension Through 12/31/01	\$ -
189	Ray Simon Criminal Justict Trng. Ctr.	4-Hour Driving Simulator Course & 4-Hour FO Simulator Training	\$ 41,200.00

**Commission on P.O.S.T.  
Summary of Training Contracts  
Fiscal Year 2000 - 01**

Contract #	CONTRACTOR	DESCRIPTION OF SERVICES	AMOUNT
190	Santa Rosa Junior College	4-Hour Driving & Force Option Simulator Course	\$ 55,665.00
191	Ref. #98-011-123-A2 Office of State Publishing	Amend for Additional Instructor Packages, Student Workbooks (including CD-ROM), and Digital Maintenance	\$ 170,225.00
192	San Bernardino Co. Sheriff's Department	Train 1500 Basic Academy Students in EVOC and 166 Students in a Basic Motorcycle Course	\$ 1,008,944.00
195	Charles W. Sandoval	Assist in Delivering the Basic Academy Physical Training Instructor's Course	\$ 6,000.00
CM-00-008	Anteon Corporation	Purchase Order prepared by BSO-Documents in Contract File	\$ 499,252.26
CM-00-009	CompUSA, Inc.	Purchase Order prepared by BSO-Documents in Contract File	\$ 500,000.00
		<b>TOTAL - TRAINING CONTRACTS</b>	<b>\$ 21,280,111.18</b>
00-012-01	Simon Wiesenthal MOT	Tolerance Training	\$ 1,556,000.00
00-012-01 A1	Simon Wiesenthal MOT	Time extension through July 31, 2001	\$ -
		<b>GRAND TOTAL ALL CONTRACTS</b>	<b>\$ 22,836,111.18</b>

**COMMISSION ON POST  
FISCAL YEAR 2001-02  
EXPENDITURE SUMMARY  
(AS OF 7-1-01)**

**BUDGET AUTHORIZATION:** **\$60,976,000**

**EXPENDITURES:**

**ADMINISTRATION** **\$12,841,000**

**TRAINING CONTRACTS ITEM** **\$18,261,212**

Contracts Approved (See attached list)	16,461,212	
Letters of Agreement	1,550,000	
Conference Room Rental	250,000	

**FY 2000-01 CARRY OVER OBLIGATION** **\$2,801,036**

**TRAINING REIMBURSEMENTS (Trainees: 65,140)** **\$24,989,982**

Subsistence	11,426,329	
Commuter meals	1,417,875	
Travel	3,354,113	
Tuition	4,791,665	
Backfill	4,000,000	

**MUSEUM OF TOLERANCE** **\$2,000,000**

Contract	1,556,000	
Reimbursements	444,000	

**Contracts on August Agenda** **\$176,846**

1. City of Vallejo Contract Amendment (I)	12,996	
2. Regional Skills Training Center Management Fellow (L)	110,000	
3. Mentally Ill and Developmentally Disabled Pilot Training Course (M)	15,000	
4. Racial Profiling Pilot Course and Train the Trainer Courses (N)	38,850	

**Additional Contract Obligations** **\$4,750,000**

1. BCP #2-Multimedia Courseware Development	2,150,000	
2. BCP #3-Regional Skills Centers	2,600,000	

**EXPENDITURES, TOTAL** **\$65,820,076**

**BALANCE AVAILABLE** **-\$4,844,076**

# CONTRACT SUMMARY\*

FY 2001-02

<b>PURPOSE</b>	<b>FY 2001-02 Commission Approved Amount</b>	<b>Approved at Commission Meeting Date</b>
Management Course	\$ 607,050.57	May 01
Executive Training	542,641.00	May 01
Executive Development Course	159,911.00	May 01
Supervisory Ldrship Inst	1,316,087.00	May 01
DOJ Training Center	2,211,225.00	May 01
Case Law Updates	132,000.00	May 01
Telecourse Programs (KPBS)	1,680,847.00	May 01
Basic Course Prof Exam-CPS	109,467.30	May 01
Basic Narcotic, Motorcycle, and DT	3,008,743.00	May 01
Master Instructor Development Program	274,906.00	May 01
Labor/Management Partnership Training	69,906.80	May 01
Entry Level Dispatcher Selection Test Battery-OSP	190,000.00	May 01
ICI Core & Homicide Course-Sac RCJTC	358,002.00	May 01
ICI Core Course - SDRTC	357,346.00	May 01
ICI - CSU, SJ	412,053.00	May 01
ICI - LAPD	108,316.00	May 01
ICI Homicide Crs-LASD	79,684.00	May 01
Basic Course Instructional Materials-OSP	174,400.00	May 01
Driving Simulator & Force Options Sim Trng	3,453,311.00	May 01
Administer PC 832 Exam - OSP	38,510.00	May 01
Administer Entry-Level Reading/Writing Exam - OSP	130,170.00	May 01
Crime Analysis Trng-CSUS	120,000.00	May 01
Basic Course Modular Format Testing Program - OSP	21,810.00	May 01
Management Fellow - Physical Fitness Minimum Qual	130,000.00	May 01
Courses for Academy Physical Training Instructors (M)	15,000.00	May 01
Driver Training Sim & Force Option Sim Instructor Training	128,000.00	May 01
Psychological Screening Manual	109,500.00	May 01 (M)
Medical Screening Manual	35,000	May 01 (N)
Cultural Diversitiy T-F-T	40,000.00	May 01 (V)
ICI - Fresno	82,325.00	May 01 (X)
Davisville Travel	45,000.00	May 01
Miscellaneous Contracts (Annual Estimate)	<u>320,000.00</u>	
	\$ 16,461,211.67	

**POTF Fund Condition with Proposed Legislative Changes to Budget**  
 (Sec. 24.10 reduction and transfer to OCJP)

	ACTUAL 99-00	ACTUAL 00-01	PROPOSED 01-02	PROPOSED 02-03
BEGINNING BALANCE	20,056	29,698	22,447	-4,585
Prior Year Adjustments	3,448	0	0	0
Transfer to (8100) OCJP for Local Assistance:			-5,000	0
Balance, Adjusted	23,504	29,698	17,447	-4,585
REVENUES & TRANSFERS				
125600 Other Regulatory fees	178	163	175	175
130700 Penalties on Traffic Convictions	37,903	37,159	37,159	37,159
142500 Miscellaneous services to the public	53	55	55	55
150300 Income from surplus money investments	1,748	2,134	1,500	500
161000 Escheat of unclaimed checks and warrants	53	55	55	55
Totals, Revenues	39,935	39,566	38,944	37,944
Transfers from other funds:				
F00178 Driver Training Penalty Assessment Fund per Section 24.10	14,000	14,000	0	14,000
Totals, Revenues & Transfers	53,935	53,566	38,944	51,944
Totals, Resources	77,439	83,264	56,391	47,359
EXPENDITURES				
8120 POST:				
State Operations	25,977	34,311	32,258	26,587
Local Assistance	21,762	26,506	28,718	28,718
9670 Legislative Claims	2	0	0	0
Totals, Disbursements	47,741	60,817	60,976	55,305
FUND BALANCE	29,698	22,447	-4,585	-7,946



Item

Amount

8120-001-0268—For support of Commission on Peace Officer Standards and Training, payable from the Peace Officers' Training Fund ..... 12,841,000  
Schedule:

(1) 10-Standards .....	6,883,000
(2) 20-Training .....	26,538,000
(3) 30-Peace Officer Training.....	96,000
(4) 40.01-Administration.....	4,379,000
(5) 40.02-Distributed Administration ...	-4,379,000
(6) Reimbursements.....	-1,259,000
(7) Amount payable from the Peace Of- ficers' Training Fund (Item 8120- 011-0268) .....	-17,861,000
(8) Amount payable from the Peace Of- ficers' Training Fund (Item 8120- 012-0268) .....	-1,556,000

8120-011-0268—For support of Commission on Peace Officer Standards and Training, for payment to Item 8120-001-0268, payable from the Peace Officers' Training Fund ..... 17,861,000  
Provisions:

1. Funds appropriated in this item are to be used for contractual services in support of local training programs, pursuant to Section 13503(c) of the Penal Code.

Item	Amount
2. Funds may be transferred between this item and Item 8120-101-0268 to meet the needs of local training programs.	
8120-012-0268—For support of Commission on Peace Officer Standards and Training, for payment to Item 8120-001-0268, payable from the Peace Officers' Training Fund.....	1,556,000
Provisions:	
1. The funds appropriated in this item are to be used for implementation of the "Tools for Tolerance" training program for law enforcement personnel operated by the Simon Wiesenthal Center-Museum of Tolerance. Eligibility to receive funds appropriated by this item as reimbursements is limited to law enforcement agencies authorized by law to receive training reimbursements from the Peace Officers' Training Fund. Both sworn officers and nonsworn personnel who have contact with the public shall, at the discretion of the head of the law enforcement agency seeking reimbursement under this provision, be eligible for reimbursement, provided that the Museum of Tolerance gives priority to training sworn officers.	
8120-101-0268—For local assistance, Commission on Peace Officer Standards and Training, Program 30, for allocation to cities, counties, and cities and counties pursuant to Section 13523 of the Penal Code, payable from the Peace Officers' Training Fund.....	28,274,000
Provisions:	
1. Funds may be transferred between this item and Item 8120-011-0268 to meet the needs of local training programs.	
2. The Director of Finance may authorize the augmentation of the total amount available for expenditure under this item in the amount of revenue received by the Peace Officers' Training Fund that is in addition to the revenue appropriated by this item, not sooner than 30 days after notification in writing to the chairpersons of the respective fiscal committees and the Chairperson of the Joint Legislative Budget Committee or his or her designee.	
8120-102-0268—For local assistance, Commission on Peace Officer Standards and Training, Program 30, payable from the Peace Officers' Training Fund.....	444,000
Provisions:	
1. Funds appropriated in this item are to be used for implementation of the "Tools for Tolerance"	

Item

Amount

training program for law enforcement personnel operated by the Simon Wiesenthal Center-Museum of Tolerance. Eligibility to receive funds appropriated by this item as reimbursements is limited to law enforcement agencies authorized by law to receive training reimbursements from the Peace Officers' Training Fund. Both sworn officers and nonsworn personnel who have contact with the public shall, at the discretion of the head of the law enforcement agency seeking reimbursement under this provision, be eligible for reimbursement, provided that the Museum of Tolerance gives priority to training sworn officers.

8120-295-0001—For local assistance, the Commission on Peace Officer Standards and Training, for reimbursement, in accordance with the provisions of Section 6 of Article XIII B of the California Constitution or Section 17561 of the Government Code, of the costs of any new program or increased level of service of an existing program mandated by statute or Executive order, for disbursement by the State Controller. ....

6,781,000

## Schedule:

(1) 98.01.024.695—Domestic Violence

Arrest Policies and Standards

(Ch. 246, Stats. 1995)..... 6,781,000

## Provisions:

1. Except as provided in Provision 2 of this item, allocations of funds provided in this item to the appropriate local entities shall be made by the State Controller in accordance with the provisions of each statute or executive order that mandates the reimbursement of the costs, and shall be audited to verify the actual amount of the mandate costs in accordance with subdivision (d) of Section 17561 of the Government Code. Audit adjustments to prior year claims may be paid from this item. Funds appropriated in this item may be used to provide reimbursement pursuant to Article 5 (commencing with Section 17615) of Chapter 4 of Part 7 of Division 4 of Title 2 of the Government Code.
2. If any of the scheduled amounts are insufficient to provide full reimbursement of costs, the State Controller may, upon notifying the Director of Finance in writing, augment those deficient amounts from the unencumbered balance of any other scheduled amounts therein. No order may be issued pursuant to this provision unless written notification of the necessity therefor is provided to the chairperson of the committee in each house which considers appropriation and the Chairperson of the Joint Legislative Budget Committee or his or her designee.



DEPARTMENT OF  
**FINANCE**

GRAY DAVIS, GOVERNOR

915 L STREET ■ SACRAMENTO CA ■ 95814-3706 ■ WWW.DOF.CA.GOV

*Frederick*

July 30, 2001

Commission on Peace Officer Standards & Training

AUG 03 2001

Mr. Kenneth J. O'Brien  
Executive Director  
Commission on Peace Officer Standards & Training  
1601 Alhambra Blvd.  
Sacramento, CA 95816-7083

Dear Mr. O'Brien:

I am writing to follow up on our July 19, 2001 meeting regarding your concerns about the condition of the Peace Officer Training Fund (POTF) and the impact this could have on the programs administered by the Commission on Peace Officer Standards and Training (POST). We understand that the loss of revenues from the Driver Training Penalty Assessment Fund, combined with uncertainty about the basic revenue stream for the POTF, could result in a negative fund balance in the POTF during fiscal year 2001-02.

Let me first emphasize that despite the fiscal constraints currently facing the State, law enforcement continues to be a high priority of the Administration. As we discussed, it is our intent to support the continuation of POST programs at the level of funding appropriated in the Budget Act and we are prepared to take whatever action is necessary to do this if the funding falls short. My staff will closely monitor the condition of the POTF throughout this fiscal year and work with your staff to address any funding shortfalls, should they arise.

With respect to other program and budget issues, we also look forward to working with you and your staff in the coming months as we develop the 2002-03 Governor's Budget.

Please do not hesitate to contact Todd Jerue, Principal Program Budget Analyst, or me at 445-8913 should you have any questions.

Sincerely,

*Calvin Smith*

S. Calvin Smith  
Program Budget Manager

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*

## LEGISLATIVE REVIEW COMMITTEE

Thursday, August 16, 2001

DoubleTree Hotel

222 North Vineyard Avenue

Ontario, CA 91764

(909) 937-0900



STATE OF  
CALIFORNIA

### MEMBERS

Gray Davis  
Governor

Bill Lockyer  
Attorney General

Laurie Smith, Chairman

Lee Baca

Patrick Boyd

James Fox

Bud Hawkins

Monty Holden

Bill Kolender

### AGENDA

#### 9:00 A.M.

#### Attachment

#### **A. Status of Active Legislation of Interest to POST**

**A**

Please see attached.

#### **B. Proposed Legislation**

**B**

Staff is proposing that a bill be sponsored that would amend the penal code to increase the percentage the POTF receives from the Penalty Assessment Fund. This legislative action would increase the percentage the POTF receives from 23.99% to 31.8%. This would provide for an increase of approximately \$14 million to the POTF as an operation of law and not an annual fund-to-fund transfer. Concurrently, the bill would reduce the percentage the Driver Training receives from the Penalty Assessment Fund from 25.7% to 17.8%. Proposed bill language is attached.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## 2001 Status of Active Legislation of Interest to POST

(Revised August 1, 2001)

(Note: Text in bold indicates new bills added to list or different bill status since last revision)

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 155 (Lowenthal)	<b>Commission on Peace Officer Standards and Training:</b> Existing law provides that the Commission on Peace Officer Standards and Training consists of 14 members appointed by the Governor. Four members are peace officers of the rank of sergeant or below. This bill would increase the size of the Commission to 15 members appointed by the Governor by adding one additional member from the rank of sergeant or below. <i>Commission Position: Neutral</i>	Two-Year Bill
AB 204 (Lowenthal)	<b>Driver Training:</b> Currently, POST receives an annual transfer of \$14 million from the Driver Training Fund. The bill would transfer the amount of money transferred monthly from the State Penalty Fund to the Driver Training Penalty Assessment Fund from the Driver Training Penalty Assessment Fund to the General Fund and would appropriate annually the amount so transferred in each fiscal year from the General Fund to the State Department of Education for the purposes of, solely and exclusively, providing driver training instruction in the public schools. Passage of this bill could result in a \$14 million reduction in POST revenues. <i>Commission Position: Oppose</i>	Two-Year Bill
AB 355 (Havice)	<b>Peace Officers: School Resource Officer Training:</b> This bill would require the Commission to develop a course, before January 1, 2002, for school police personnel and peace officers assigned to school resource officer duties. The course would cover specified topics related to the position of school resource officer. Specified school police personnel and peace officers assigned to work in schools, hired after January 1, 2002, would be required to complete the course. <i>Commission Position: Neutral</i>	Senate Appropriations Committee <i>course already developed but needs to be put in 1081</i>
AB 376 (Chavez)	<b>Public Safety Officers: Peer Support Program:</b> This bill would require the Commission on Peace Officer Standards and Training to develop peer support training, as specified. <i>Commission Position: Neutral</i> <i>No 1081/1082</i>	No Longer Pertains to POST

<b><u>Bill #</u></b>	<b><u>Subject</u></b>	<b><u>Status</u></b>
AB 687 (Thomson)	<p><b>Emergency Medical Services: Trauma Care Systems:</b> Currently POST receives an annual transfer of \$14 million from the Driver Training Fund to the POST Budget. These funds are used for a number of critical ongoing police training programs. This bill deletes the Driver Training Fund and replaces it with the Emergency Medical Services and Trauma Care Fund. This action could result in the loss of \$14 million in POST revenues.</p> <p><i>Commission Position: No Position</i></p>	No Longer Pertains to POST
AB 758 (Maddox)	<p><b>Peace Officers: Spinal X-Rays:</b> Existing law defines personnel records for peace officers. This bill would require any peace officer, as specified, who is hired by a city, county, or city and county, to have a spinal x-ray at the time of hiring at the expense of the city, county, or city and county. The x-ray shall become a part of the permanent record of the peace officer.</p> <p><i>Commission Position: Neutral</i></p>	Two-Year Bill
AB 882 (Cedillo)	<p><b>Peace Officers:</b> This bill would provide that persons adjudged or found guilty of a felony, and persons adjudged or found guilty of an offense punishable as a felony or misdemeanor if either: 1) the sentence imposes punishment other than imprisonment in the state prison, or 2) the court grants probation without imposition of sentence and declares the offense to be a misdemeanor, are prohibited from holding office or being employed as a peace officer.</p> <p>This bill would eliminate the Commission's power to withdraw or revoke certificates. This bill would limit the Commission's authority to cancel certificates to those situations in which a certificate was obtained as the result of misrepresentation, fraud, or an administrative error: This bill would also prohibit the Commission from following existing regulations for the revocation or withdrawal of certificates and from issuing any new regulations that provide for revocation or withdrawal of certificates.</p> <p>This bill would also direct the Commission to establish and maintain a Peace Officer Data Base. This bill would require the Commission to enter a notation in the data base whenever a person holding a certificate is determined to be disqualified from holding office or being employed as a peace officer on the ground that the person committed a specified offense.</p> <p><i>Commission Position: Neutral</i></p>	Senate Public Safety Committee

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 1152 (Vargas)	<p><b>Peace Officer Qualifications:</b> Existing law establishes certain minimum standards for public officers or employees declared by law to be peace officers. The minimum education requirement is high school graduation, passing the General Education Development Test at high school graduation level, or a two-year or four-year degree from an accredited college or university. This bill would provide that the education requirement may be met by passing the California School Proficiency Examination and would revise the accreditation standard.</p> <p><i>Commission Position: Support</i></p>	<p>Chaptered No. 29</p> <p><i>Passed Do we need to modify our regulations?</i></p>
AB 1339 (Keeley)	<p><b>School Security Training: Peace Officers and Security Guards:</b> Existing law requires any school peace officer employed by a K-12 public school district, or a community college district, to complete a prescribed course of training, as specified.</p> <p>This bill would, in addition, require a peace officer assigned primarily to K-12 or community college campus, who works less than 20 hours per week, to complete that prescribed course of training, as specified.</p> <p><i>Commission Position: Neutral</i></p>	Two-Year Bill
AB 1555 (Ashburn)	<p><b>Mental Health: Peace Officers and Crimes:</b> Under existing law, various officers and employees of state and local agencies, including officers of a state hospital under the jurisdiction of the State Department of Mental Health or the State Department of Developmental Services, are classified as peace officers. Existing law authorizes these state hospital peace officers to carry firearms only if authorized and under terms and conditions specified by their employing agency. This bill would specify that these peace officers are required to complete the Regular Basic Course of training prescribed by the Commission on Peace Officer Standards and Training.</p> <p><i>Commission Position: Oppose, unless amended</i></p>	<p>Senate Public Safety Committee</p> <p><i>POST removed from bill</i></p>
SB 173 (Poochigian)  Two-Year Bill	<p><b>Peace Officers: Reserve Officer Training:</b> Existing law requires the Commission on Peace Officer Standards and Training to annually allocate from the Peace Officers' Training Fund to each city, county, and district, as specified, for training expenses of full-time regularly paid employees of eligible agencies from the city, county, or district. This bill additionally would include reserve officers as persons to whom these training expenses apply.</p> <p><i>Commission Position: Oppose</i></p> <p><i>No position</i></p>	Two-Year Bill



<b><u>Bill #</u></b>	<b><u>Subject</u></b>	<b><u>Status</u></b>
SB 485 (Committee on Public Safety)	<b>Public Safety:</b> Under existing law, specified reserve officers have the powers of a peace officer upon compliance with certain conditions that include, among other things, completion of the basic training course for deputy sheriffs and police officers prescribed by the Commission on Peace Officer Standards and Training. Existing law imposes upon the Commission specified requirements for implementing this provision. Among these requirements is the development of a supplemental course for existing level I reserve officers desiring to satisfy the basic training course for deputy sheriffs and police officers. This bill would delete this requirement. <i>Commission Position: Support</i>	Senate Appropriations Committee
SB 780 (Ortiz)	<b>Protection of the Exercise of Constitutional Rights:</b> This bill would implement State laws defining anti-reproductive rights crimes and associated penalties. This bill would require POST to develop a telecourse outlining the provisions of this new law and make it available to the field. <i>Commission Position: Neutral</i>	Assembly Appropriations Committee
SB 911 (Alarcon)	<b>Tribal Justice:</b> This bill would state the Legislature's findings and declarations with respect to crime and law enforcement within Indian country. This bill would require that all law enforcement officers in the state receive training regarding tribal issues by taking courses on tribal issues by taking courses on tribal issues developed by the Commission on Peace Officer Standards and Training in collaboration with various state agencies that deal with tribal issues. <i>Commission Position: Oppose, unless amended</i>	Two-Year Bill
SB 1211 (Romero)	<b>Peace Officers: Interrogations:</b> This bill would provide that, except as provided, where a peace officer has questioned a suspect who is in custody after that suspect has invoked his or her right to remain silent or right to have an attorney present, the suspect's statement and evidence derived from that statement would not be admissible into evidence or otherwise used by the prosecution for any purpose at the suspect's preliminary hearing, grand jury proceeding, trial, or sentencing. <i>Commission Position: Neutral</i>	In Assembly - Third Reading File

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## 2001 Status of Informational Legislation

(Note: Text in bold indicates new bills added to list or different bill status since last revision.)

Bill #	Subject	Status
AB 86 (Cardenas)	<b>Law Enforcement Funding:</b> Existing provisions of the California Constitution and related implementing statutes provide for the imposition of specified statewide sales and use tax rate, and require that the revenues derived from that rate be allocated to qualifying local agencies, as described, to supplement otherwise available funding for local public safety services, as defined. Under existing law, these statutes governing supplemental local law enforcement funding will become inoperative on July 1, 2002, and will be repealed as of January 1, 2003. This bill would make these provisions inoperative on July 1, 2007, and would repeal them as of January 1, 2008.	Senate Appropriations Committee - Suspense File
AB 562 (Cox)	<b>Local Law Enforcement Funding:</b> Existing law establishes in each county treasury a Supplemental Law Enforcement Services Fund (SLESF), sets forth provisions governing the administration of these funds, and appropriates \$242,600,000 from the General Fund for the 2000-01 fiscal year for allocation to counties and other entities for specified law enforcement purposes. This bill would appropriate \$100,000,000 from the General Fund to the Controller to be allocated to county sheriffs, city police chiefs, specified special districts providing police protection services, and cities that contract for police and sheriff services, for the purpose of funding technology grants and technology-related acquisitions to enhance public safety.	Assembly Appropriations Committee
AB 838 (Koretz)	<b>Public Post Secondary Education: Waiver of Tuition for Peace Officers:</b> Existing law prohibits any state-owned college, university, community college, or other school from charging any mandatory system-wide tuition or fees to certain dependents or survivors of veterans, including any child of any veteran of the United States military who has a service-connected disability, has been killed in service, or has died of a service-connected disability, where the annual income of the child, including the value of any support received from a parent, does not exceed the national poverty level as defined. This bill would prohibit the regents, the board of directors, the trustees, or any community college district from requiring mandatory system-wide fees or tuition of a full-time peace officer who is a resident of the state, is employed on active status, and whose principal duties consist of active law enforcement services, as defined. This prohibition would be applicable to the regents only if the regents, by resolution, make them applicable.	Assembly Appropriations Committee

Bill #	Subject	Status
SB 27 (Brulte)	<b>Law Enforcement Funding:</b> Existing law establishes in each county treasury a Supplemental Law Enforcement Services Fund (SLESF), sets forth provisions governing the administration of these funds, and appropriated \$242,600,000 from the General Fund for the 2000-01 fiscal year for allocation to counties and other entities for specified law enforcement purposes. This bill would appropriate \$75,000,000, and an amount sufficient to ensure the receipt of no less than \$100,000 by each recipient, from the General Fund to the Controller to be allocated, as specified, and subject to prescribed conditions, to county sheriffs, city police chiefs, and certain cities and special districts for the purpose of funding technology grants and technology-related acquisitions to enhance public safety.	Assembly Local Government Committee
SB 101 (Brulte)	<b>Abandonment of Newborns:</b> Existing law provides that no parent or other person having lawful custody of a minor child 72 hours old or younger may be prosecuted for a violation of specified crimes if he or she voluntarily surrenders physical custody of the child to any employee on duty at a public or private hospital emergency room, or any additional location designated by the board of supervisors. This bill would appropriate \$3,000,000 from the General Fund to the State Department of Social Services and would require the department, in consultation with the State Department of Health Services, the State Department of Education, and the office of the Attorney General, to use these funds to develop and implement a social marketing campaign to determine what members of the population are most likely to abandon newborn infants, and to determine what options, including the options available under specified provisions of law, are available to them.	<u>Assembly Appropriations Committee</u>
SB 823 (Poochigian)	<b>Local Law Enforcement Funding:</b> Existing law establishes in each county treasury a Supplemental Law Enforcement Services Fund that receives from the Controller an annual allocation of state funds. Moneys from this fund are required to be allocated by the county auditor to the county, each city located within that county, and designated districts providing law enforcement services, in accordance with specified requirements. The moneys are allocated for, among other things, front-line law enforcement services and the implementation of a comprehensive multi-agency juvenile justice plan with specified components and objectives, developed by the local juvenile justice coordinating council in each county and city and county. These provisions will become inoperative on July 1, 2002, and are repealed as of January 1, 2003.  This bill would prohibit the county auditor from transferring moneys from the fund to a recipient agency until the county Supplemental Law Enforcement oversight committee certifies receipt of an approved expenditure plan from the governing board of that agency. The bill would also delete the inoperative and repeal dates, thereby continuing the operation of this funding program indefinitely.	Assembly Appropriations Committee

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## 2001 Bills of Interest to POST - Watch Only

(Note: Text in bold indicates new bills added to list or different bill status since last revision.)

Bill #	Subject	Status
AB 73 (Washington)	<b>Vehicles:Fines:Records:</b> Under existing law, additional penalties are imposed by the courts upon a person when that person fails to appear as promised, pay a fine or bail, or comply with a condition of a court relating to failure to appear or failure to pay a fine or bail. This bill would limit the amount of these additional penalties to \$100, exclusive of the original base fine and original penalty assessments, for infractions involving certain vehicle registration violations, lighting equipment violations, windshield and mirror equipment violations, and all other equipment violations.	<b>Dead</b>
AB 788 (Firebaugh)	<p><b>Crime Prevention:</b> Existing law prohibits law enforcement officers from engaging in 'racial profiling,' which is defined as the practice of detaining a suspect based on a broad set of criteria that casts suspicion on an entire class of people without any individualized suspicion of the particular person being stopped. Under existing law, law enforcement officers must participate in racial profiling training, with the curriculum developed by the Commission on Peace Officer standards and Training, in collaboration with a five-person panel, as specified.</p> <p>Existing law also requires the Legislative Analyst to present a report to the Legislature regarding data collection in connection with racial profiling, as specified.</p> <p>This bill would change the definition of racial profiling to mean a consideration in any fashion and to any degree the race or national or ethnic origin of drivers or passengers in deciding which vehicles to subject to any motor vehicle stop or in deciding upon the scope or substance of any enforcement action or procedure in connection with or during the course of a motor vehicle stop.</p> <p>This bill would also permit law enforcement officers to rely in part on race or national or ethnic origin with other physically descriptive characteristics in determining whether reasonable suspicion exists that a given individual who has been identified or described in part by race or national or ethnic origin is a suspect. This bill also authorizes punitive damages against specific officers and their agencies if convicted of engaging in racial profiling.</p>	Assembly Inactive File

Bill #	Subject	Status
AB 1023 - (Canciamilla)	<b>Animal Control Officers: Use of Batons:</b> Existing law provides that police officers, special police officers, peace officers, or law enforcement officers are not prohibited from carrying any wooden club, baton, or any equipment authorized for the enforcement of law or ordinance in any city or county, and would require animal control officers who wish to carry a baton or club to complete a course approved by the Commission on Peace Officer Standards and Training. This bill would apply this provision to animal control officers.	Senate Appropriations Committee
AB 1322 (Negrete-McCloud)	<b>Peace Officers: Equipment:</b> Existing law requires local agencies to furnish each newly hired, full-time police officer and deputy sheriff with specified safety equipment to the extent that funds have been made available by the Legislature. Existing law also recommends that local agencies provide other items, including protective vests, to those peace officers although the local agencies are not reimbursed for providing those items.  This bill would require that the required items be furnished to each full-time police officer and deputy sheriff, and would include protective vests meeting specified standards in the required items, rather than in the recommended items, thereby imposing a state-mandated local program on local agencies.	Senate Appropriations Committee
SB 926 (Battin)	<b>Peace Officers: Deputy Sheriffs: Riverside County:</b> Existing law also provides that a deputy sheriff of a county of the first class and any deputy sheriff of the county of San Diego, who is assigned to perform duties relating to specified custodial assignments is a peace officer whose authority extends to any place in the state only while engaged in the performance of the duties of his or her employment and for the purpose of carrying out the primary function of employment relating to his or her custodial assignments, or when directed to perform other law enforcement duties during a local state of emergency. This bill would provide that this latter provision is applicable to deputy sheriffs employed by Riverside County.	Chaptered No. 68
SB 1073 (Knight)	<b>Peace Officers: Deputized: Power:</b> Under existing provisions of law, certain power and authority is conferred upon regularly employed and salaried police officers and deputy sheriffs; designated police officers and employees of the University of California State University, and designated peace officers and other employees of the department of Parks and Recreation. This bill would delete the requirement that these peace officers and designated employees be regularly employed and salaried in order to exercise the power and authority of peace officers.	Assembly Public Safety Committee

State of California

Department of Justice

## MEMORANDUM

To : POST Commissioners

Date: August 16, 2001

  
Kenneth J. O'Brien  
Executive Director

From : Commission on Peace Officer Standards &amp; Training

Subject: PEACE OFFICER TRAINING FUND ENHANCEMENT

BACKGROUND

Since 1996, the POST budget has received an annual transfer of \$2 million from the Driver Training Penalty Assessment Fund to support the Tools for Tolerance Program at the Simon Weisenthal Museum of Tolerance in Los Angeles. In 1998, Governor Pete Wilson increased this amount by \$12 million for a total annual transfer of \$14 million. Since 1998, the annual transfer of \$14 million has been supported by Governor Gray Davis and the Legislature.

This year, the Legislative Budget Conference Committee transferred the entire Driver Training Fund to the General Fund. Thus, the annual \$14 million transfer from the Driver Training Fund to the POST budget was eliminated. This legislative action has been recommended for fiscal year 2001/02 only, but there are no guarantees that this will not become an annual event. The Governor has expressed his desire that, in spite of revenue losses, no existing POST programs be cut or curtailed in any way.

As noted above, \$2 million supports the Tools for Tolerance Program. This augmentation is not part of this legislative proposal and should continue to be an annual fund-to-fund transfer. The \$12 million augmentation, which is the subject of this legislative proposal, is used to fund the backfill reimbursement program, finance high-technology training applications, and bring course administrative expenditures into alignment with current costs.

ISSUE

When the fund transfer was first implemented in 1996, POST was assured that the annual transfer of \$14 million from the Driver Training Penalty Assessment Fund to the POST budget would be permanent. The Commission has become dependent on this revenue source to insure continued funding of critical law enforcement programs.

The annual transfer process described above is awkward and leaves the Commission vulnerable to changing economic conditions. Since the Driver Training Penalty Assessment Fund is not currently used for any specific purpose, various special interests have made attempts through legislation to divert fund monies to other programs. Staff feels that it is only a matter of time before the entire Driver Training Penalty Assessment Fund is permanently redirected for other purposes.

#### Recommendations

In order to ensure a secure revenue stream, staff recommends that a bill be sponsored that would amend the penal code to increase the percentage the POTF receives from the Penalty Assessment Fund. This legislative action would increase the percentage the POTF receives from 23.99% to 31.69% (a 7.70% increase). Using actual fiscal year 2000-2001 figures as a base, this action would provide for an increase of approximately \$12 million to the POTF as an operation of law, not as an annual fund-to-fund transfer. Concurrently, the bill would propose to reduce the percentage the Driver Training Fund receives from the Penalty Assessment Fund from 25.70% to 18.00%. Proposed bill language is attached.

**PC§ 1464. State Penalty Assessment for Vehicle Violations**

(a) Subject to Chapter 12 (commencing with Section 76000) of Title 8 of the Government Code, there shall be levied a state penalty, in an amount equal to ten dollars (\$10) for every ten dollars (\$10) or fraction thereof, upon every fine, penalty, or forfeiture imposed and collected by the courts for criminal offenses, including all offenses, except parking offenses as defined in subdivision (i) of Section 1463, involving a violation of a section of the Vehicle Code or any local ordinance adopted pursuant to the Vehicle Code. Any bail schedule adopted pursuant to Section 1269b may include the necessary amount to pay the state penalties established by this section and Chapter 12 (commencing with Section 76000) of Title 8 of the Government Code for all matters where a personal appearance is not mandatory and the bail is posted primarily to guarantee payment of the fine.

(b) Where multiple offenses are involved, the state penalty shall be based upon the total fine or bail for each case. When a fine is suspended, in whole or in part, the state penalty shall be reduced in proportion to the suspension.

(c) When any deposited bail is made for an offense to which this section applies, and for which a court appearance is not mandatory, the person making the deposit shall also deposit a sufficient amount to include the state penalty prescribed by this section for forfeited bail. If bail is returned, the state penalty paid thereon pursuant to this section shall also be returned.

(d) In any case where a person convicted of any offense, to which this section applies, is in prison until the fine is satisfied, the judge may waive all or any part of the state penalty, the payment of which would work a hardship on the person convicted or his or her immediate family.

(e) After a determination by the court of the amount due, the clerk of the court shall collect the penalty and transmit it to the county treasury. The portion thereof attributable to Chapter 12 (commencing with Section 76000) of Title 8 of the Government Code shall be deposited in the appropriate county fund and 70 percent of the balance shall then be transmitted to the State Treasury, to be deposited in the State Penalty Fund, which is hereby created, and 30 percent to remain on deposit in the county general fund. The transmission to the State Treasury shall be carried out in the same manner as fines collected for the state by a county.

(f) The moneys so deposited in the State Penalty Fund shall be distributed as follows:

(1) Once a month there shall be transferred into the Fish and Game Preservation Fund an amount equal to 0.33 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month, except that the total amount shall not be less than the state penalty levied on fines or forfeitures for violation of state laws relating to the protection or propagation of fish and game. These moneys shall be used for the education or training of department employees which fulfills a need consistent with the objectives of the Department of Fish and Game.

(2) Once a month there shall be transferred into the Restitution Fund an amount



equal to 32.02 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month. Those funds shall be made available in accordance with Section 13967 of the Government Code.

(3) Once a month there shall be transferred into the Peace Officers' Training Fund an amount equal to ~~23.99~~ 31.69 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month.

(4) Once a month there shall be transferred into the Driver Training Penalty Assessment Fund an amount equal to ~~25.70~~ 18.00 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month.

(5) Once a month there shall be transferred into the Corrections Training Fund an amount equal to 7.88 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month. Money in the Corrections Training Fund is not continuously appropriated and shall be appropriated in the Budget Act.

(6) Once a month there shall be transferred into the Local Public Prosecutors and Public Defenders Training Fund established pursuant to Section 11503 an amount equal to 0.78 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month. The amount so transferred shall not exceed the sum of eight hundred fifty thousand dollars (\$850,000) in any fiscal year. The remainder in excess of eight hundred fifty thousand dollars (\$850,000) shall be transferred to the Restitution Fund.

(7) Once a month there shall be transferred into the Victim-Witness Assistance Fund an amount equal to 8.64 percent of the state penalty funds deposited in the State Penalty Fund during the preceding month.

(8) (A) Once a month there shall be transferred into the Traumatic Brain Injury Fund, created pursuant to Section 4358 of the Welfare and Institutions Code, an amount equal to 0.66 percent of the state penalty funds deposited into the State Penalty Fund during the preceding month. However, the amount of funds transferred into the Traumatic Brain Injury Fund for the 1996-bbb97, 1997-bbb98, and 1998-bbb99 fiscal years shall not exceed the amount of five hundred thousand dollars (\$500,000). Thereafter, funds shall be transferred pursuant to the requirements of this section.

(B) Any moneys deposited in the State Penalty Fund attributable to the assessments made pursuant to subdivision (i) of Section 27315 of the Vehicle Code on or after the date that Chapter 6.6 (commencing with Section 5564) of Part 1 of Division 5 of the Welfare and Institutions Code is repealed shall be utilized in accordance with paragraphs (1) to (8), inclusive, of this subdivision.



## Memorandum

Date: June 13, 2001

To: Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083

Commissioner

JUN 2 2001

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**  
Office of the Commissioner

File No.: 1.A9971.post

Subject: **PEACE OFFICER STANDARDS AND TRAINING (POST) ADVISORY  
COMMITTEE**

Effective June 30, 2001, Chief Joe Ortiz will be leaving the position as Commander of Personnel and Training Division. Chief Sandra Redding will be replacing Chief Ortiz on July 1, 2001, and

I request that she now serve as the California Highway Patrol representative to the POST

Advisory Committee.

D.O. HELMICK  
Commissioner



DEDICATED TO EXCELLENCE IN LAW ENFORCEMENT  
THROUGH EDUCATION AND TRAINING.

Committee

JUL 14 2001

July 6, 2001

Sheriff Bill Kolender  
Chairman  
Calif. Commission on Peace Officer Standards and Training  
1601 Alhambra Blvd.  
Sacramento, CA 95816

Dear Sheriff Kolender:

This letter is intended as a re-nomination of Norman R. Cleaver to the Peace Officer Standards and Training Advisory Committee representing the California Academy Directors Association.

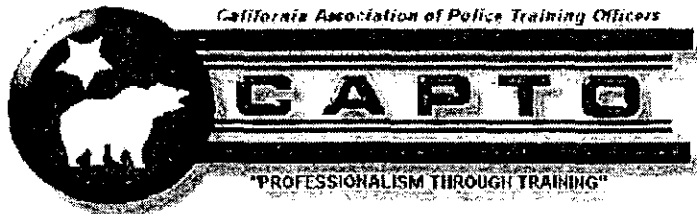
At its regularly scheduled meeting on June 6, 2001, Norm Cleaver was nominated unanimously by the California Academy Directors Association for reappointment to the POST Advisory Committee. Norm has served this body well over an extended period of time and it would be our greatest desire for him to continue in that role as our representative to the POST Commission.

As we have become aware of the expiration of his three-year term of office in September, we would ask that you consider this recommendation at your earliest opportunity so that he might continue in this vital role representing the California Academy Directors throughout California.

Sincerely yours,

Al Avila  
Director  
Allan Hancock College/Law Enforcement Academy

Cc: Ken O'Brien, Executive Director  
Hal Snow, Assistant Executive Director



# Newsletter

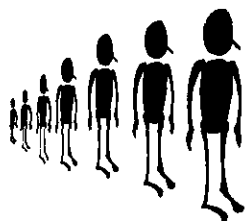
July 2001

[www.capto-online.org](http://www.capto-online.org)

Vol. 8 No 07

## Financial Report

North Region	NA	Checking
Central Valley	NA	Checking
	NA	Savings
	NA	Conference Account
Central Coast	NA	Checking
	NA	Certificate of Deposit
	NA	Money Market Acct.
South Region	NA	Checking
State Balance	NA	Checking



### Members:

North Region:	83
Central Valley:	43
Central Coast:	22
South Region:	30
<b>Total Members:</b>	<b>178</b>

**New Members this month: Not reported**

**Members receiving newsletter by e-mail: 132**  
 Have you changed your e-mail address? Not getting your newsletter by e-mail when you could? Get on the list and get your newsletter early. Drop your editor an e-mail at [captoeditor@aol.com](mailto:captoeditor@aol.com)

## ARTICLES ANYONE?

This is your newsletter and it seems to be getting thinner and thinner each month. Are you implementing a new training program? Doing something different for recruiting? Our newsletter is in need of "substance". If you would like to contribute an article about something your agency is doing that might be of interest to others or an opinion you may have about training, please feel free to submit them by e-mail to [captoeditor@aol.com](mailto:captoeditor@aol.com). There is no minimum length and they don't have to be letter perfect!

## CAPTO IS NOW ON-LINE!

CAPTO is back on line with a new website and a new look – [www.capto-online.org](http://www.capto-online.org). As with anything new, there are a few bugs and we are getting those worked out. Please contact Rosanna or Dave with any problems you find, even those little typos!

The website is divided into sections. Those sections include:

- **About CAPTO** – who we are and what we do. From here you can download an application form. By-laws will be added to this site in the near future.
- **CAPTO Membership** – Regional divisions and agencies represented. E-mail links for the board members are included
- **Training announcements** – Speaks for itself and will be updated monthly with the newsletter. Want to add something? Just let us know!
- **Newsletter** – Past and present, download from this page in .pdf or .doc formats. Newsletters will be kept on line for 6 months. Members will not be sent e-mail attachments but directed to the website when the newsletter is ready.
- **Links** – To affiliated organizations and member agency websites are soon to be added. Want to add a website? Again, just let us know!

Suggestions for improving the website are always welcomed. Your editor is also the Webmaster :-)

## NOTICES

**PLEASE NOTE:** CAPTO members are changing their checks to read C.P.O.A. instead of C.A.P.T.O. They need make **ALL CHECKS PAYABLE TO CAPTO** or **C.A.P.T.O.** and only change the mailing address to read Fran Simpson, c/o CPOA 1455 Response Rd., Ste 190, Sacramento, CA 95815. Phone 916-263-0541, fax 916-263-6090. Thank you for your help.

**North Chapter  
General Meeting, July 12 2001**

Meeting was called to order and Jim Suibielski welcomed members. Meeting was hosted by Stockton Police Department with a presentation by Officer Dave Henderson on the IBIS System and Project Exile.

Darrell Stump said a few parting words as Past President. He is stepping down to his new position as 1<sup>st</sup> Vice President.

Our deepest condolences were expressed to Kerry Bunyea for the loss of her family member.

The new board was introduced:

- President -- Jim Suibielski
- 1<sup>st</sup> Vice President -- Darrell Stump
- 2<sup>nd</sup> Vice President -- VACANT
- Secretary -- Linda Chamberlain
- Treasurer -- VACANT
- Sergeant at Arms -- Linda Chamberlain

Jim Suibielski sent out a survey for CAPTO

1. Would you be more likely to attend if you received 2 hours of CPT training? (Yes)
2. What can CAPTO provide that our local LETMA does not? (CAPTO wider network - need a POST rep. More meaningful training.)
3. Would you support a joint CAPTO LETMA meeting? (Not always a good idea.)
4. Not attending meetings, why? (Distance, training, POST, no timely notification.) Send to non member
5. Would you support going to meetings quarterly,

monthly, bi-monthly? (Quarterly)

- Leaning towards quarterly meetings with 8 hours of training.
- Dues pay 1 year which would include lunches
- Joint membership with CPOA

Training topics - If you have any ideas on training or presenters please let Jim Suibielski know: FAX 925-371-4707 or 925-371-4979.

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**South Chapter  
General Meeting, June 2001**

No report.

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**Central Valley Chapter  
General Meeting, July 2001**

No report.

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**Central Coast Chapter  
General Meeting, July, 2001**

No report.

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**ROUNDTABLE**

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➤ None to report.

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## STATE AND REGIONAL OFFICERS

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### SOUTH

#### **PRESIDENT**

Kurt Wampole  
UC Riverside Police Dept.  
(909) 686-7291 (F) 684-3506

#### **1<sup>ST</sup> VICE PRESIDENT**

Larry Horn  
Santa Monica Police Dept.  
(310) 458-8408 (F) 576-0641

#### **2<sup>ND</sup> VICE PRESIDENT**

Scott Anderson  
Maywood Police Dept.  
(323) 562-5005 (F) 773-7265

#### **Interim SECRETARY**

Bob Weaver  
Veritech Information Systems  
(714) 443-5357 (F) 443-1145

#### **TREASURER**

Danny Calleros  
Vernon Police  
(323) 587-5171 x125 (F) 583-4441

#### **SERGEANT AT ARMS**

Marie Abarca  
Simi Valley Police Dept.  
(805) 583-6943 (F) 583-6201

### (State Board)

### CENTRAL

#### **PRESIDENT**

Rudy Polak (Valley)  
Tulare Co. Sheriff's Office  
(559) 733-6246 (F) 737-4602  
Gary Silveira (Coast)  
Paso Robles Police Dept.  
(805) 237-6464 (F) 238-5592

#### **1<sup>ST</sup> VICE PRESIDENT**

Bud Silva (Coast)

#### **2<sup>ND</sup> VICE PRESIDENT**

Bob Miller (Valley)  
Fresno Co. Sheriff's Dept.  
(559) 233-0130 (F) 233-3177

#### **SECRETARY**

Connie Jorgensen (Valley)  
Fresno City College Academy  
(559) 442-8277 (F) 441-8551  
Theresa Orozco (Coast)  
Santa Maria Police Dept.  
(805) 928-3781 (F) 349-9239

#### **TREASURER**

Tim Hahn (Valley)  
Fresno Police Dept.  
(559) 498-5170 (F) 488-1135  
John Ferdolage (Coast)  
Arroyo Grande Police Dept.  
(805) 473-5100 (F) 473-2198

#### **SERGEANT AT ARMS**

None (Coast)  
Ramiro Alvarez Jr. (Valley)  
Selma Police Dept.  
(559) 896-2525 (F) 896-782

### NORTH

#### **PRESIDENT**

Jim Suibelski  
Livermore Police Dept.  
(925) 371-4979 (F) 371-4707

#### **1<sup>ST</sup> VICE PRESIDENT**

Darrell Stump  
Sacramento Dept. Human Assistance  
(916) 875-8923 (F) 875-8907

#### **2<sup>ND</sup> VICE PRESIDENT**

Vacant

#### **SECRETARY**

Linda Chamberlain  
Dept of Toxic Substances

#### **TREASURER**

Vacant

#### **SERGEANT AT ARMS**

Linda Chamberlain  
Dept of Toxic Substances

(Quarterly Meetings)

(Regional Meetings 1<sup>st</sup> Tuesday)

(Regional Meetings vary 1<sup>st</sup> week)

#### **POST ADVISORY MEMBER**

Mike Reid  
Fresno Police Department  
(559) 498-4969 (F) 488-1135  
e-mail: [mikesr@fresno.gov](mailto:mikesr@fresno.gov)

#### **EXECUTIVE DIRECTOR**

Dave Althausen  
Woodland Police Dept. (Ret)  
(530) 662-6497 (F) 668-9300  
e-mail: [althd@woodland.net](mailto:althd@woodland.net)

#### **FISCAL OFFICER**

Fran Simpson  
CPOA  
(916) 263-0541 (F) 263-6090  
e-mail: [fsimpson@cpoa.org](mailto:fsimpson@cpoa.org)

#### **NEWSLETTER EDITOR**

Rosanna McKinney  
Santa Cruz Consolidated Communications  
(831) 471-1006 (F) 471-1010  
e-mail: [captoeditor@aol.com](mailto:captoeditor@aol.com)

#### **POST LIAISON**

Dick Reed  
California Commission on POST  
(916) 227-4862 (F) 227-4823  
e-mail: [dreed@post.ca.gov](mailto:dreed@post.ca.gov)

NOTICE: This information is provided monthly for your convenience in contacting your local or state CAPTO officers. YOUR input helps us grow!

# CAPTO

## 2001 Training Manager's Update

Hosted by the Central Valley Chapter of CAPTO



## Registration Packet

**Radisson Hotel  
Fresno, California**

**October 2-5, 2001**

Dear Attendee:

The Central Valley Chapter of the California Association of Police Officers (CAPTO), is a non-profit statewide organization. It's members are made up of Law Enforcement officers representing agencies from all over the state of California. The purpose of CAPTO is to share innovative ideas and to constantly improve the quality of law enforcement training.

The Central Valley Chapter is hosting this year's Training Managers Update in Fresno, October 2-5, 2001, at the Radisson Hotel. The Training Managers Update will bring together high-profile, nationally recognized experts and the latest in Law Enforcement technology, providing training managers and their staff with fresh ideas and the tools essential for building a superior training program.

Conference registration will commence on Tuesday morning at 9:00 am. The inclosed conference agenda will provide you with the training topic and the speakers at this event.

**SPEAKERS :**

Dan KOENIG	L.A.P.D.	Commander	Rampart Incident
Bob VERNON	L.A.P.D.	Assistant Chief Ret.	Pointman Leadership Institute: <b><u>Principle Based Leadership</u></b>
Gordon GRAHAM	C.H.P.	Captain	Threshold Incident Tracking

**REGISTRATION FEE :**

The standard registration fee for CAPTO members is \$ 190.00, and for non-members \$ 230.00. This fee includes 2 hosted luncheons and a Dinner that will feature a Comedian for entertainment. Attendees will also receive a Polo type shirt.

**ALL registration received after September 4, 2001, will be assessed a \$ 20.00 late fee.**

**ONE DAY CONFERENCE FEE :**

A one day conference pass is available to attend the different featured speakers. The one day pass is available for \$ 45.00 per day. The pass does not include a lunch ticket, which maybe purchased separately. Please indicate your interest for the lunch when filling out the registration form, as we need to give the Hotel a meal count before the start of the conference.

A one day conference pass is also available for the Dispatcher Track on Wednesday, October 3, 2001. The one day pass is available for \$ 45.00 per day. This pass does not include the lunch ticket, which may be purchased separately. Please indicate your interest for the lunch when filling out the registration form, as we need to give the Hotel a meal count before the start of the conference.

**ALL registration for the One Day pass, received after September 4, 2001, will be assessed a \$ 5.00 late fee.**



### **College Registration**

Inclosed is a registration form from Fresno City College, that needs to be filled out and handed in at the time that you register at the conference. You will not be allowed to register without this form being filled out. The conference is partly funded by the registration form.

### **Additional Meal**

Additional meal tickets will also be available for spouses /guest of the attendees. They are available at \$ 17.50 per luncheon and \$ 25.00 for the Dinner. These tickets may be paid for at the time of registration, but please indicate your interest for the meals when filling out the registration form, as we need to give the Hotel a meal count before the start of the conference.

### **Conference Events:**

Casino Night/Dinner      Wednesday, October 3, 2001

On Wednesday night there will be a bus to take those interested to Table Mountain Casino located approx. 30 minutes from the hotel. Dinner and a \$50.00 coupon book, good for gambling and merchandise will be given to all who attend. The cost of the bus trip, dinner and the coupon book is \$ 15.00, which may be purchased when you register for the conference. Please indicate on the registration form your interest.

Dinner and Comedian      Thursday, October 4, 2001

On Thursday night after the dinner there will be entertainment featuring a comedian. One dinner ticket is included in the registration fee. Additional dinner tickets are available for \$ 25.00, at the time of registration, but please indicate your interests when you send in your registration, as we need to give the Hotel a meal count before the start of the conference.

### **HOTEL INFORMATION:**

The Radisson Hotel is located 2233 Ventura Street, Fresno California, 93721. It is just off of Highway 99 and Highway 41.

Northbound Highway 99, take the Ventura exit, turn right onto Ventura.

Eastbound Highway 41, take the Van Ness exit, turn right onto Ventura.

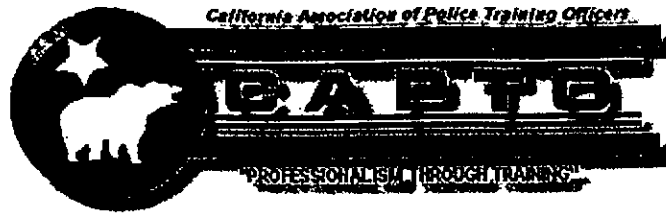
You will want to book your room reservation as soon as possible. The rate of \$ 84.00 per night ( +12% TAX) will not extend past September 4, 2001. Be sure to mention that you will be attending the "CAPTO" conference to obtain this special rate. Also this rate is good for the weekend before and after the conference.

**REMEMBER TO MAKE YOUR HOTEL RESERVATIONS DIRECTLY WITH THE RADISSON HOTEL.**

Reservation can be made at 559-268-1000. The fax number is 559-441-2954.

### **AIR TRAVEL:**

Fresno International Airport : A complimentary airport shuttle is available.



# Training Schedule

Training Manager's Update  
October 2-5, 2001

## **October 2<sup>nd</sup>**

0900-1600	Registration
1200-2000	Vendor Area Open
1300-1700	Opening Ceremonies
	Guest Speaker - BOB VERNON, Pointman Leadership Institute, Principle Based Leadership
1700-2000	Vendor Reception

## **October 3<sup>rd</sup>**

0800-1200	Guest Speaker - DAN KOENING, LAPD, Rampart Incident
0800-1000 DT	Rand Padgett - Customer Service, The Attitude in Your Voice
0800-1500	Vendor Area Open
1000-1200 DT	Camille Boone - Ergonomics for the Dispatcher
1200-1300	Lunch
1300-1500 DT	Dr. Burge - Dealing with Stress, Dispatcher
1300-1500	Sid Heal - Non-Lethal Weapons
	Seven Habits of Highly Effective People
	Virtual Crime Scene Processing
	Chuck Warner - TMS
1500-1700 DT	Greg Anderson - Courtroom Testimony for Dispatchers
1500-1700	Sid Heal - Non-lethal Weapons
	Seven Habits of Highly Effective People
	Virtual Crime Scene Processing
1500-1600	Crime View
1600-1700	Vendor Presentation
1800	Dinner - Table Mountain trip

(DT- Dispatcher Track)



California Association of Police Training Officers

**CAPTO**

PROFESSIONALS THROUGH TRAINING

# Training Schedule

Training Manager's Update

October 2-5, 2001

## October 4<sup>th</sup>

0800-1000	Bob Miller - Traffic Stops, Demographic data collection Bob Morehouse - DOJ Tom Frost - Ethics Ric York - POST-Nuts & bolts for the new training manager SP 90 Mandates
1000-1200	Mark Bray - Rapid Response to School Violence Bob Morehouse - DOJ Tom Frost - Ethics Allen Boudreau - DNA SP 90 Mandates
1200-1300	Lunch
1300-1500	Everett Rabbon - Government Procurement Conrad Nerdahl - Information Technology for Law Enforcement Bob Gottselig - Computer Seizure Bill Grove - Rave Drugs Brian Jones - FBI
1500-1700	Everett Rabbon - Government Procurement Chirley Grace - Instructor Development Technology in the Classroom Bob Gottselig - Computer Seizure Bill Grove - Rave Drugs Brian Jones - FBI
1800	Dinner

## October 5<sup>th</sup>

0800-1200	Guest Speaker - GORDON GRAHAM, Threshold Incident Tracking Closing Ceremonies
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# CAPTO

## Training Manager's Update

October 2-5, 2001  
Fresno, California

Last Name : \_\_\_\_\_ First Name : \_\_\_\_\_ MI : \_\_\_\_\_

Agency : \_\_\_\_\_ Title : \_\_\_\_\_

Address : \_\_\_\_\_

City : \_\_\_\_\_ State : \_\_\_\_\_ Zip : \_\_\_\_\_

Phone (WK) \_\_\_\_\_ Fax : \_\_\_\_\_

E-Mail : \_\_\_\_\_

Participant Registration : (Includes training sessions, two lunches, one dinner)

Before September 4, 2001

Members : \_\_\_\_\_ @ \$ 190.00 = \$ \_\_\_\_\_  
Non-Members : \_\_\_\_\_ @ \$ 230.00 = \$ \_\_\_\_\_

After September 4, 2001

Late Fee : \_\_\_\_\_ @ \$ 20.00 = \$ \_\_\_\_\_

Shirt Size : ☐ M ☐ L ☐ XL ☐ XXL ☐ XXXL

One Day Conference Fee (Does not include lunch)

Before September 4, 2001

Tuesday	10-02-2001	_____ @ \$ 45.00 = \$ _____
Wednesday	10-03-2001	_____ @ \$ 45.00 = \$ _____
Friday	10-04-2001	_____ @ \$ 45.00 = \$ _____

After September 4, 2001

Late Fee/Per day \_\_\_\_\_ @ \$ 5.00 = \$ \_\_\_\_\_

Extra Meals :

Payment due at time of registration at the Conference, please indicate your interest.

(Meal count needed)

Casino Night/Dinner	10-03-2001	_____ @ \$ 15.00
Lunch	Wednesday 10-03-2001	_____ @ \$ 17.50
	Thursday 10-04-2001	_____ @ \$ 17.50
Dinner	Thursday 10-04-2001	_____ @ \$ 25.00

☐ Payment Attached

☐ Bill Agency

Total Amount Paid : \$ \_\_\_\_\_

Makes Checks payable to " CAPTO CENTRAL" , Mail registration to:

Sgt. James C. Stahl  
1101 E. University  
Fresno, CA 93704

Questions : Call Sgt. James Stahl, 559-442-8201, or e-mail at [Jim.stahl@scccd.com](mailto:Jim.stahl@scccd.com)